

# **LOUISIANA LICENSING GUIDE 2005**



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# **LOUISIANA LICENSING GUIDE**

## **2005**



**Kathleen Babineaux Blanco**  
**Governor**

**John Warner Smith, Secretary**  
**Louisiana Department of Labor**

**Raj Jindal, Director**  
**Information Technology**

**Michael "Dino" DeMarte, Director**  
**Research and Statistics Division**

**1001 North 23rd Street**  
**P. O. Box 94094**  
**Baton Rouge, Louisiana 70804-9094**  
**(225) 342-3141, (888) 302-7662**  
**FAX (225) 342-9192**

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## Mission

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The mission of the Louisiana Department of Labor is to help build a stronger, more competitive Louisiana economy. We accomplish this by building a well-trained quality workforce, supporting the human capital needs of Louisiana businesses, providing economic security for unemployed and injured workers, and promoting a safe workplace.

The Louisiana Department of Labor, Office of Occupational Information Services, Research and Statistics, P.O. Box 94094, Baton Rouge, Louisiana 70804-9094 published this document for users and producers of occupational information. This booklet was printed in accordance with the standards for printing by state agencies established pursuant to RS 43.31. This publication is printed on demand and is kept as inventory by the Louisiana Department of Labor for distribution to Job Center Offices and other offices around the state. An initial printing of 500 copies cost approximately \$.50 per copy.



**LOUISIANA WORKS**  
DEPARTMENT OF LABOR

Kathleen Babineaux Blanco  
Governor

John Warner Smith  
Secretary

OFFICE OF THE SECRETARY

March 31, 2005

Dear Reader:

The revised 2005 edition of the *Louisiana Licensing Guide* was updated with the latest statewide licensure information and for the first time contains information on the job description, average annual or hourly wage, and training or education required. Seven new occupations and twenty-three more occupations under a group heading were added to this publication. All titles; whether an occupation, a group heading, or occupations under a group heading, are included in the table of contents for ease of locating an occupational title.

This publication is a useful tool for students, counselors, program planners, and anyone contemplating new career fields. It is intended to offer a guide for those wanting to obtain the necessary requirements of occupational licenses in Louisiana. Individuals wishing to start a business can find contact information necessary to obtain a business license.

You will note that many of the regulating authorities have included a Web address for additional information. This publication will be included with those addresses activated on the Louisiana Department of Labor's Web site at [www.LAWORKS.net](http://www.LAWORKS.net). You may download the publication in Portable Document Format (pdf) under "Forms\All" on the home page, or access it from the LOIS/Scorecard database under Licensed Occupations.

We thank the boards, commissions, and state agencies for their response to our request for updated information. Their responses have enabled us to empower the current and future Louisiana workers with a timely and accurate, decision-making career tool.

Sincerely,

John Warner Smith  
Secretary of Labor

# Labor Market Information Customer Survey

## Louisiana Licensing Guide 2005

**A. Which type of user best describes you? (Please check)**

\_\_\_\_\_ Youth (18 years old or less)

\_\_\_\_\_ Jobseeker

\_\_\_\_\_ Business

\_\_\_\_\_ Other (Please specify)

\_\_\_\_\_

**B. Did this publication help you to find a job or a training program?**

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No Opinion

**C. For the following, please indicate the extent to which you agree by checking the appropriate box:**

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No Opinion
a) The data were easy to understand						
b) The data met my needs						

**D. Overall, how would you rate the Louisiana Licensing Guide 2005? (Check the appropriate box.)**

Excellent	Good	Average	Fair	Poor	No Opinion

**E. Any suggestions for improvements or changes:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

THANK YOU FOR YOUR PARTICIPATION IN THE LMI CUSTOMER SURVEY.

Fax to: 225-342-9192 or Mail to: Louisiana Department of Labor, Research and Statistics Division/LMI Unit, P.O. Box 94094, Baton Rouge, LA 70804-9094.  
Questions or comments toll free – 888-302-7662.

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### INTRODUCTION AND SCOPE

Empowered by the people to protect the health, welfare, and safety of the populace, state governments use professional and occupational regulations to assist in carrying out this charge. Such regulations are designed to guarantee that minimum standards are instituted and met by all licensed, certified, and registered practitioners.

The *Louisiana Licensing Guide 2005* was prepared by the Office of Occupational Information Services, Research and Statistics Division, in response to the need for centralized, convenient, and easy-to-understand licensure information. It has been developed to provide information about occupations that are regulated in some way by state boards, commissions, and agencies. In addition, it provides insight into career decision making for students, counselors, educational training program planners and administrators, policy boards, economic development personnel, the unemployed, employers, and other interested persons.

Although this publication attempts to include all occupations licensed, certified, or registered by state agencies, some occupations may have been inadvertently omitted. This publication does not include occupations regulated by federal agencies and local municipalities.

Information in the guide was supplied primarily by the pertinent regulating authorities and licensing boards, and is presented here in summary form. The regulating authority should be contacted for answers to specific questions concerning license length, renewal requirements, testing dates and locations, and any fees associated with the licensing process.

The Standard Occupational Classification (SOC) code may be used to access data on wages in the LOIS/Scorecard portion of the Department of Labor's Web site, as well as data on projections by occupation. The 2000 to 2010 projections will give data users an opportunity to see the expected 10 year growth for each occupation by matching the SOC codes to the codes used in this file. To access this information, go to [www.LAWORKS.net](http://www.LAWORKS.net); click first on Labor Market Information, then LOIS/Scorecard. You now can choose to view data on several topics. If you click on Occupations, you will be able to match SOC Codes in the Licensing Guide to both wages and projections for the appropriate occupational code.

This guide contains a separate section for business licenses, certificates, and registrations. In addition to information contained here, additional licenses or permits (i.e. business licenses, inspection certificates, etc.) may be required. Information on starting a business in Louisiana may be obtained from the Secretary of State's First Stop Shop Division, P.O. Box 44279, Baton Rouge, LA 70804-4279, (225) 342-4479.

# LOUISIANA LICENSING GUIDE

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Existing occupational requirements and regulations are subject to change. The Research and Statistics Division plans to update this publication periodically and would appreciate receiving necessary corrections or changes to the information presented in this edition.

This publication may be viewed as well as downloaded in Portable Document Format (PDF) form from the Department of Labor's Web site at [www.LAWORKS.net](http://www.LAWORKS.net). Click on Forms from the top menu bar, then select all, and scroll down to find *Louisiana Licensing Guide*.

# **LOUISIANA LICENSING GUIDE**

## **2005**

### **SECTION I**

#### **OCCUPATIONAL LICENSES**

**Excluding**

#### **BUSINESS LICENSES AND WORK PERMITS**

- *Regulatory Authority*
- *Contact Information*
- *Job Description*
- *Education and Training*
- *Current Hourly/Annual Salary*
- *Requirements for License*
- *License Fees*
- *Authorizing Statute/s*

# LOUISIANA LICENSING GUIDE

## 2005

### ACUPUNCTURIST

#### SOC CODE: 29-1199

**Regulatory Authority:** Louisiana State Board of Medical Examiners  
Office of Continuing Education & Resources  
630 Camp Street  
New Orleans, LA 70130-3400

**Phone:** (504) 568-6820, Extension 234 or 267  
**Fax:** (504) 599-0503  
**Web site:** [www.lsbme.louisiana.gov](http://www.lsbme.louisiana.gov)  
**Email:** [lsbmever@lsbme.org](mailto:lsbmever@lsbme.org)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Inserts fine needles at specific points below the surface of the skin to treat patients.	<b>Hourly:</b> Not available <b>Annual:</b> \$67,900	Curriculum spans from 3-4 years in duration in most schools, including internship.

#### REQUIREMENTS FOR LICENSE

- Must have graduated from an approved school and have at least six months of training in traditional Chinese acupuncture in a school or clinic approved by the Board.
- Must be a Louisiana-licensed medical doctor to practice acupuncture in the state of Louisiana.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$100	Must contact the Regulatory Authority

# LOUISIANA LICENSING GUIDE

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### AMUSEMENT RIDE/ATTRACTION INSPECTOR

#### SOC CODE: 39-3091

**Regulatory Authority:** Mechanical Safety Manager  
Office of the State Fire Marshal  
8181 Independence Boulevard  
Baton Rouge, Louisiana 70806-6413

**Phone:** (225) 925-3657  
**Fax:** (225) 925-3813  
**Web site:** [www.dps.state.la.us](http://www.dps.state.la.us)  
**Email:** [kmills@dps.state.la.us](mailto:kmills@dps.state.la.us) or [bowens@dps.state.la.us](mailto:bowens@dps.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** None

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Perform variety of attending duties at amusement or recreation facility. May schedule use of recreation facilities, maintain and provide equipment to participants of sporting events or recreational pursuits, operate amusement concessions and rides.	<b>Hourly:</b> \$7.06 <b>Annual:</b> \$14,681	On-the-job-training in most places. Most people already have a skill or trade in a previous unrelated field of study such as mechanics, engineering, construction, etc.

#### REQUIREMENTS FOR LICENSE

- Must possess a current level I NAARSO license issued by the Department of Public Safety, Office of the State Fire Marshal, Amusement Inspection Section. Log onto [www.NAARSO.com](http://www.NAARSO.com) to find out more information about this certification.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$25	RS 1484.5 ©



# LOUISIANA LICENSING GUIDE

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### ARCHITECT

#### SOC CODE: 17-1011

**Regulatory Authority:** Louisiana State Board of Architectural Examiners  
9625 Fenway Avenue, Suite B  
Baton Rouge, Louisiana 70809-1413

**Phone:** (225) 925-4802  
**Fax:** (225) 925-4804  
**Web site:** [www.lastbdarchs.com](http://www.lastbdarchs.com)  
**Email:** [bd@lsbae.brcocmail.com](mailto:bd@lsbae.brcocmail.com)  
**Period of License:** 1 Year  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Plan and design structures, such as private residences, office buildings, theaters, factories, and other structural property.	<b>Hourly:</b> \$25.36 <b>Annual:</b> \$52,751	This occupation requires a 5-year Bachelor of Architecture for incoming freshmen. A 2-year master's degree is offered at the graduate level.

#### REQUIREMENTS FOR LICENSE

- Must be a graduate of an NAAB accredited college, 5-year degree.
- Must complete the Intern Development Program.
- Must pass the Architect Registration Exam.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
In State Residents--\$75 Out of State Residents--\$300	In State Residents--\$75 Out of State Residents--\$150	R.S.37 Chapter 3 as amended in 2001

# LOUISIANA LICENSING GUIDE

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### ARCHITECT, LANDSCAPE

#### SOC CODE: 17-1012

**Regulatory Authority:** Louisiana Horticulture Commission  
P. O. Box 3596  
Baton Rouge, Louisiana 70821-3596

**Phone:** (225) 952-8100  
**Fax:** (225) 925-3760  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [craig\\_r@ldaf.state.la.us](mailto:craig_r@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Plan and design land areas for such projects as parks and other recreational facilities, airports, highways, hospitals, schools, land subdivisions, and commercial, industrial, and residential sites.	<b>Hourly:</b> \$21.96 <b>Annual:</b> \$45,675	These jobs require a Bachelors degree at the entry level. In most colleges a bachelor's degree takes four-plus years to complete. Most employers require experience or at least a year of internship.

#### REQUIREMENTS FOR LICENSE

- Must have a degree plus 1 year of experience.
- National exam given twice a year.
- Fee changes each year with the cost of exam plus a \$200 administrative fee.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75	\$75	3:3801 et seq.

# LOUISIANA LICENSING GUIDE

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### ART THERAPIST, SCHOOL

#### SOC CODE: 29-1129

**Regulatory Authority:** Louisiana Department of Education  
P. O. Box 94064  
Baton Rouge, Louisiana 70804-9064

**Phone:** (225) 342-3490  
**Fax:** (225) 342-3499  
**Web site:** [www.louisianaschools.net](http://www.louisianaschools.net)  
**Email Address:** [customerservice@la.gov](mailto:customerservice@la.gov)  
**Period of License:** Varies  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Teach clients to express their feeling through art by using paint, paper, clay, and collage.	<b>Hourly:</b> Not available. <b>Annual:</b> \$25,000	According to the American Art Therapy Association “Professional entry to the field of Art Therapy requires, at a minimum, a Master’s Degree.” One must be trained in art and therapy.

#### REQUIREMENTS FOR LICENSE

- Requirement for the educational program includes the following: Introduction of the Education of Exceptional Children—3 semester hours. Psychology of Exceptional Children—3 semester hours.
- Fifty percent of the pre-clinical experience should be directed toward a population of 0 through 21 years of age, and be both institutional and school settings. Must be registered by the American Art Therapy Association.
- Suspension, revocation, or refusal to renew registration with the American Art Therapy Association automatically and immediately suspends the certificate.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$25	Must contact Regulatory Authority

# LOUISIANA LICENSING GUIDE

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### ATHLETIC TRAINER

#### SOC CODE: 29-9091

**Regulatory Authority:** Louisiana State Board of Medical Examiners  
Office of Continuing Education  
630 Camp Street  
New Orleans, Louisiana 70130-3400

**Phone:** (504) 568-6820, or Extension 233  
**Fax:** (504) 599-0503  
**Web site:** [www.lsbme.louisiana.gov](http://www.lsbme.louisiana.gov)  
**Email:** [lsbmever@lsbme.org](mailto:lsbmever@lsbme.org)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Evaluate, advise, and treat athletes to assist recovery from injury, avoid injury, or maintain peak physical fitness	<b>Hourly:</b> Not available <b>Annual:</b> \$33,744	Requires a bachelor's degree from a four year accredited college. Louisiana requires possession of a degree in physical therapy from an accredited college approved by the Board, successfully complete a basic athletic training course, and take a first aid course approved by the American Red Cross.

#### REQUIREMENTS FOR LICENSE

- Must pass the National Athletic Trainers' Association examination.
- **Note:** An *athletic trainer* is not a physical therapist.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$125	\$125	R.S.37:3301-3312

# LOUISIANA LICENSING GUIDE

## 2005

### ATTORNEY

#### SOC CODE: 23-1011

**Regulatory Authority:** Louisiana Committee on Bar Admissions  
2800 Veterans Memorial Boulevard, Suite 310  
Metairie, Louisiana 70002-6185

**Phone:** (504) 836-2420  
**Fax:** (504) 834-1449  
**Web site:** [www.lascba.org](http://www.lascba.org)  
**Email:** [denisel@lascba.org](mailto:denisel@lascba.org)  
**Period of License:** 1 Year  
**Minimum Age:** None (Must be licensed to practice law in Louisiana)

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Represent clients in criminal and civil litigation and other legal proceedings.	<b>Hourly:</b> \$46 <b>Annual:</b> \$95,671	Attorneys require 7 years of education after high school. Four years of undergraduate study, and three years of law school. Must possess a bachelor's degree to qualify for admission into law school. Law school graduates receive the degree of juris doctor (J.D.).

#### REQUIREMENTS FOR LICENSE

- Must complete and pass the bar examination administered by the Committee on Bar Admissions of the Supreme Court of Louisiana.
- Each attorney must complete the requirements of the Mandatory Continuing Legal Education program administered by the Louisiana State Bar Association, and pay annual membership dues to the Louisiana State Bar Association, plus an annual assessment to the Louisiana Attorney Disciplinary Board. **Licenses issued by the Louisiana Supreme Court.**

<u>Initial License Fee/s Dues &amp; Assessment</u>	<u>Renewal License Fee/s Dues &amp; Assessment</u>	<u>Authorizing Statute</u>
License Fees: \$265 Dues and Assessment: \$265	Dues and Assessment: \$265	Act 54 of 1940

# LOUISIANA LICENSING GUIDE

## 2005

### AUCTIONEER

#### SOC CODE: 41-9099

**Regulatory Authority:** Auctioneer's Licensing Board  
8017 Jefferson Highway, Suite A-2  
Baton Rouge, Louisiana 70809-1681

**Phone:** (225) 922-2329  
**Fax:** (225) 925-1892  
**Web site:** [www.lalb.org](http://www.lalb.org)  
**Email:** None  
**Period of License:** 1 Year  
**Minimum Age:** 18

**Job Description**  
Conduct sales at which property or goods are sold to the person offering the highest purchase price of an item.

**Average Hourly/Annual Wage-June 2004**  
**Hourly:** \$15.17  
**Annual:** \$31,548

**Training/Education**  
Must complete approved pre-licensing studies at a Board approved school, or a one-year apprenticeship approved and licensed by the Board. Also must have six hours per year of Board approved continuing education to maintain license.

#### REQUIREMENTS FOR LICENSE

- Completion of approved auction school or 1 year apprenticeship.
- Must be 18 years of age; citizen or legal resident; good moral character; passage of exam; application & bonding requirements in place.
- Continuing education to maintain license.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$300	\$150	37:3101

# LOUISIANA LICENSING GUIDE

## 2005

### AUDIOLOGIST

#### SOC CODE: 29-1121

**Regulatory Authority:** Louisiana Board of Examiners for Speech-Language Pathology and Audiology  
18550 Highland Road, Suite B  
Baton Rouge, Louisiana 70809-6107

**Phone:** (225) 756-3480  
**Fax:** (225) 756-3472  
**Web site:** [www.lbespa.org](http://www.lbespa.org)  
**Email:** [aud-slp@lbespa.org](mailto:aud-slp@lbespa.org)  
**License Period:** 1 Year  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Assess and treat persons with hearing and related disorders.	<b>Hourly:</b> \$26.72 <b>Annual:</b> \$55,584	Licensing for this field of study at the entry level requires a master's degree or higher in an accredited program.

#### REQUIREMENTS FOR LICENSE

- Must obtain a passing score on the PRAXIS Examination (600).
- Must have at least 375 clinical practicum hours in audiology.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$125	\$65	Title 37 Chapter 34:2650-2666



# LOUISIANA LICENSING GUIDE

## 2005

### BARBER

#### SOC CODE: 39-5011

**Regulatory Authority:** Louisiana State Board of Barbers Examiners  
P. O. Box 14029  
Baton Rouge, Louisiana 70898-4029

**Phone:** (225) 925-1701  
**Fax:** (225) 925-1703  
**Web site:** None  
**Email:** None  
**Period of License:** 1 Year (January – December)  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Provide barbering services such as cutting, trimming, shampooing, and styling hair, trimming beards or giving shaves.	<b>Hourly:</b> \$9.58 <b>Annual:</b> \$19,925	Educational programs usually take from 9-24 months to complete at a licensed registered barber school.

#### REQUIREMENTS FOR LICENSE

- Must have completed 1500 hours of training at a licensed registered barber school.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$40	\$40	R.S.37:352

# LOUISIANA LICENSING GUIDE

## 2005

### BLOOD ALCOHOL ANALYST

#### SOC CODE: 29-2011

**Regulatory Authority:** Department of Public Safety and Corrections  
Supervisor, Toxicology Unit  
Louisiana State Police Crime Lab  
P. O. Box 66614  
Baton Rouge, Louisiana 70896-6614

**Phone:** (225) 925-6216  
**Fax:** (225) 925-6217  
**Web site:** None  
**Email:** None  
**Period of License:** 2 Years  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Perform complex medical laboratory tests for diagnosis, treatment, & prevention of disease. Also analyses samples of blood for chemical content. May supervise other staff members.	<b>Hourly:</b> \$19.38 <b>Annual:</b> \$40,315	A four year bachelor degree with a major in medical technology, or any one of the life sciences; associate degree (2-3 years) from a junior or community college; certification which is a voluntary process by which a nongovernmental organization, such as a professional society or certifying agency, grants recognition to an individual whose professional competence meets prescribed standards.

#### REQUIREMENTS FOR LICENSE

- **Special Note:** The same regulations apply for all Toxicologists.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
None	None	Must contact the Regulatory Authority

# LOUISIANA LICENSING GUIDE

## 2005

### BOILER INSPECTOR

#### SOC CODE: 47-2011

**Regulatory Authority:** Office of the State Fire Marshal  
Mechanical Safety Manager  
8181 Independence Boulevard  
Baton Rouge, Louisiana 70806-6413

**Phone:** (225) 925-4297  
**Fax** (225) 925-3813  
**Web site:** [www.dps.state.la.us/sfm](http://www.dps.state.la.us/sfm)  
**Email:** [kmills@dps.state.la.us](mailto:kmills@dps.state.la.us) or [bowens@dps.state.la.us](mailto:bowens@dps.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** None

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Construct, assemble, maintain, and repair stationary steam boilers and boiler house auxiliaries. Also assists in testing assembled vessels.	<b>Hourly:</b> \$19.30 <b>Annual:</b> \$40,140	Apprenticeship that lasts up to four years is the most common training for this job, plus an estimated 144 class hours. A license can also be obtained from trade or technical schools, or employer provided trainings.

#### REQUIREMENTS FOR LICENSE

- Must hold a card obtained from the National Board.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$40	\$20	Title 23, Chapter 5

# LOUISIANA LICENSING GUIDE

## 2005

### CALIBRATION TECHNICIAN, DAIRY INDUSTRY

#### SOC CODE: 17-3023

**Regulatory Authority:** Dairy Stabilization Board  
P. O. Box 3098  
Baton Rouge, Louisiana 70821-3098

**Phone:** (225) 922-1346  
**Fax:** (225) 922-0477  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [gail\\_m@ldaf.state.la.us](mailto:gail_m@ldaf.state.la.us)  
**Period of License:** 2 Years  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Develop, test, <i>calibrate</i> (adjusts or regulate), operate and repair electrical, mechanical, electromechanical, electro-hydraulic, or electronic measuring and recording instruments, apparatus, and equipment.	<b>Hourly:</b> \$22.18 <b>Annual:</b> \$46,125	In some cases formal training is not required, but employers generally prefer to hire persons who hold a two-year associate degree. Training is available at most community colleges, technical schools, public and private vocational-technical schools, and universities.

#### REQUIREMENTS FOR LICENSE

- License authorizes individuals to measure and sample milk and cream for butterfat content, and to calibrate the Milko-Tester III and other similar devices.
- Must first make application to the Commissioner of Agriculture and Forestry, and take written practical examination.
- Must attend a training session conducted by the Department of Agriculture and Forestry, and the Department of Health every two years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
None	Contact agency above	R.S.3:4006

# LOUISIANA LICENSING GUIDE

## 2005

### CERTIFIED PUBLIC ACCOUNTANT (CPA)

#### SOC CODE: 13-2011

**Regulatory Authority:** State Board of Certified Public Accountants  
601 Poydras Street, Suite 1770  
New Orleans, Louisiana 70130-6022

**Phone:** (504) 566-1244  
**Fax:** (504) 566-1252  
**Web site:** [www.cpaboard.state.la.us](http://www.cpaboard.state.la.us)  
**Email:** None  
**Period of License:** 1 Year (January 1 – December 31)  
**Minimum Age:** None

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Examine, analyze, and interpret accounting records for the purpose of giving advice or preparing statements. Install or advise on systems of recording costs or other financial and budgetary data.	<b>Hourly:</b> \$22.43 <b>Annual:</b> \$46,661	This job will require at least a four-year bachelors degree in accounting or a related field, with at least 24 hours in accounting or auditing.

#### REQUIREMENTS FOR LICENSE

- Must pass all four parts of the CPA exam.
- Must have 1 year of work experience under the supervision of a licensed CPA.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	(L) \$65 Inactive: \$10	Must contact Regulatory Authority

# LOUISIANA LICENSING GUIDE

## 2005

### CHIROPRACTOR

#### SOC CODE: 29-1011

**Regulatory Authority:** Louisiana Board of Chiropractic Examiners  
8621 Summa Avenue  
Baton Rouge, Louisiana 70809-3678

**Phone:** (225) 765-2322  
**Fax:** (225) 765-2640  
**Web site:** [www.lachiropracticboard.com](http://www.lachiropracticboard.com)  
**Email:** [lsbce@eatel.net](mailto:lsbce@eatel.net)  
**Period of License:** 1 Year  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Adjust spinal column and other articulations of the body to correct abnormalities of the human body that may be caused by interference with the nervous system.	<b>Hourly:</b> \$53.58 <b>Annual:</b> \$111,444	A four-year bachelors degree, plus four years of chiropractic college courses in an accredited program that yields a Doctor of Chiropractic degree (at least sixty hours of course work).

#### REQUIREMENTS FOR LICENSE

- Must possess a good moral character, and be a high school graduate.
- Must have completed at least sixty hours of course work at an accredited college or university of liberal arts or science.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Regular: 150 Reciprocity: \$200	\$150	LSA R.S.37: 2801 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### COSMETOLOGIST/BEAUTICIAN/BEAUTY OPERATOR

#### SOC CODE: 39-5012

**Regulatory Authority:** Louisiana State Board of Cosmetology  
11622 Sunbelt Court  
Baton Rouge, Louisiana 70809-4208

**Phone:** (225) 756-3404  
**Fax:** (225) 756-3410  
**Web site:** [Currently under construction](#)  
**Email:** [lsbc@lsbc.state.la.us](mailto:lsbc@lsbc.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 16

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Provide beauty services, such as shampooing, cutting, coloring, and styling hair, and massaging and treating scalp. May also apply makeup, dress wigs, perform hair removal, and provide nail and skin care services.	<b>Hourly:</b> \$9.25 <b>Annual:</b> \$19,242	The course of study lasts from nine to twenty-four months, and includes classroom study, demonstration of skills, and practical work. It is offered by both private and public organizations.

#### REQUIREMENTS FOR LICENSE

- Must have completed the tenth grade or equivalent.
- Must have graduated from an accredited cosmetology school, pass a written exam, and abide by the rules and regulations of the Board of cosmetology.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
*Individual Cosmetologist: \$25 *Shampoo Assistants: \$25 *Manicurist: \$25 *Esthetician: \$25 *Teacher/Instructor: \$25 *Shop: \$30	*Individual Cosmetologist: \$25 *Shampoo Assistants: \$25 *Manicurist: \$25 *Esthetician: \$25 *Teacher/Instructor: \$25 *Shop: \$30	Cosmetology Act 37:561-607



# LOUISIANA LICENSING GUIDE

## 2005

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
* <b>Individual</b> Alternative Hair Designer: \$25 *Microdermabrasion: \$25 *Make-Up Application: \$25	* <b>Individual</b> Alternative Hair Designer: \$25 *Microdermabrasion: \$25 *Make-Up Application: \$25	Cosmetology Act 37:561-607

### NEW JOB TITLES THAT RELATE TO COSMETOLOGY

#### *Alternative Hair Designer*

(Permit)

#### **Requirements for Certification**

- Beginning on April 1, 2003, a special permit authorizing the performance of alternative hair care shall be issued to any person who presents evidence to the Board of completion of the alternative hair design curriculum and successfully passes the exam administered by the Board.

#### *Esthetician*

(Certification)

#### **Requirements for Certification**

- In order to receive a certificate of registration as a registered esthetician, a person shall, in addition to the requirements set forth in subsection B of this Section, meet all of the following requirements:
  - a) Must have, at the time of completion of the required schooling, the equivalent training as would be contemplated in the satisfactory completion of the tenth grade from an approved school.
  - b) Must have satisfactorily passed an examination conducted by the Board to determine his fitness to receive a certificate of registration.
  - c) Must have paid the appropriate fees set forth in R.S. 37:599.

# LOUISIANA LICENSING GUIDE

## 2005

### *Make-Up Application*

(Permit)

#### **Requirements for Certification**

- Beginning April 1, 2003, a special permit authorizing the practice application of cosmetic preparations or make-up shall be issued to any person who presents evidence to the Board of completion of 40 hours of training in the application of cosmetic preparations or make-up.

### *Manicurist*

(Certification)

#### **Requirements for Certification**

- In order to receive a certificate of registration as a registered manicurist, a person shall, in addition to the requirements set forth in Subsection B of this Section, meet all of the following requirements:
  - a) Must have, at the time of completion of the required schooling, the equivalent training as would be contemplated in the satisfactory completion of the tenth grade from an approved high school.
  - b) Must have satisfactorily passed an examination conducted by the Board to determine his fitness to receive a certificate of registration.
  - c) Must have paid the appropriate fee set forth in R.S. 37:599.
  - d) To obtain a certificate as a registered manicurist course at a registered or licensed school of cosmetology approved by the Board.

### *Microdermabrasion*

(Certification)

#### **Requirements for Certification**

- Beginning on April 1, 2003, a special permit authorizing the performance of Microdermabrasion shall be issued to any person who meets the following requirements:
  - a) A currently licensed esthetician in the state of Louisiana.
  - b) Any licensed cosmetologist or electrologist who presents satisfactory evidence of completion of at least 200 hours of study in esthetics.

# LOUISIANA LICENSING GUIDE

## 2005

- In addition to the above requirements, the applicant must present satisfactory evidence of completion of a training course on the operation of the esthetics grade microdermabrasion equipment to be used.

### *Shampoo Assistant* (Permit)

#### **Requirements for Permit**

- Must have successfully completed at least 40 hours of training in shampooing, draping and rinsing, and pass the test administered by the Board.
- No person holding a current cosmetology license shall be required to obtain a special permit to shampoo.

### *Teacher/Instructor* (Certification)

#### **Requirements for Certification**

- No person shall teach cosmetology, esthetics, or manicuring without a certificate of registration issued by the Board.
- In order to receive a certificate of registration as a registered teacher of cosmetology, esthetics, or manicuring, a person shall, in addition to the requirements of Subsection C of this Section, meet all of the following requirements:
  - a) Must possess a high school diploma or its equivalent as determined by the Board of Elementary and Secondary Education.
  - b) Must have completed and passed the curriculum for the teacher's training course under the supervision of a licensed teacher for a minimum study of five hundred hours in not less than three months.
- In addition to the requirements set forth in Subsection B of this Section, a person shall also meet the following requirements in order to obtain a certificate of registration as a registered teacher of cosmetology, esthetics, or manicuring:
  - a) To obtain a certificate as registered teacher of cosmetology, a person shall possess a cosmetology certificate, and have successfully passed the examination prescribed by the Board for certification as a teacher of cosmetology.

# LOUISIANA LICENSING GUIDE

## 2005

- b) To obtain a certificate as a registered teacher of esthetics, person shall possess an esthetics or cosmetology certificate, and have successfully passed the examination prescribed by the Board for certification as a teacher of esthetics.
  - c) To obtain a certificate as a registered teacher of manicuring, a person shall possess a manicuring or cosmetology certificate and have successfully passed the examination prescribed by the Board for certification as teacher of manicuring.
- In addition to the requirements set forth in Subsection A of this Section, a person shall also meet the following requirements in order to obtain his certificate of registration as a registered esthetician:
  - a) To obtain a certificate as a registered esthetician, a person shall have completed and passed an esthetics course at a registered or licensed school of cosmetology approved by the Board.

# LOUISIANA LICENSING GUIDE

## 2005

### COUNSELOR, MENTAL HEALTH

#### SOC CODE: 21-1014

**Regulatory Authority:** State of Louisiana Licensed Professional Counselors  
8631 Summa Avenue  
Baton Rouge, Louisiana 70809-3678

**Phone:** (225) 765-2515  
**Fax:** (225) 765-2514  
**Web site:** [www.lpcboard.org](http://www.lpcboard.org)  
**Email:** [lpcboard@eatel.net](mailto:lpcboard@eatel.net)  
**Period of License:** 2 years  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Council with emphasis on prevention. Work with individuals and groups to promote optimal mental health.	<b>Hourly:</b> \$16.54 <b>Annual:</b> \$34,393	This job requires a master's degree in <i>mental health counseling</i> , another area of counseling, or in psychology or social work.

#### REQUIREMENTS FOR LICENSE

- Must have a Masters' degree to include 48 graduate hours with 8 prescribed content areas, and have a mental health counseling practicum of 100 hours and an internship (Mental Health) 300 hours.
- Must pass the National Counselors Exam (NCE) with 3000 hours of past masters supervised experience under the supervision of a Board approved Licensed Professional Counselor (LPC) supervisor over a minimum of 2 years, not to exceed 7 years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
LPC: \$200 LMFT: \$200	LPC: \$150 LMFT: \$150	R.S. 37:1101-1122

# LOUISIANA LICENSING GUIDE

## 2005

### DENTAL HYGIENIST

#### SOC CODE: 29-2021

**Regulatory Authority:** Louisiana State Board of Dentistry  
365 Canal Street, Suite 2680  
New Orleans, Louisiana 70130-1170

**Phone:** (504) 568-8574  
**Fax:** (504) 568-8598  
**Web site:** [www.lsbd.org](http://www.lsbd.org)  
**Email:** None  
**Period of License:** 2 Years  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Clean teeth and examine oral areas, head, and neck for signs of oral disease. May educate patients on oral hygiene, take X-rays, or apply fluoride or sealants.	<b>Hourly:</b> \$21.80 <b>Annual:</b> \$45,336	An associate degree is sufficient for practice in a private dental office. However, a bachelor's or master's degree is usually required for research, teaching, or clinical practice in public or school health programs.

#### REQUIREMENTS FOR LICENSE

- Persons who perform oral prophylaxis, deep scaling, root planning, polishing with hand or mechanical instruments and other such related duties authorized by the Louisiana State Board of Dentistry under the direct on-premises supervision of a licensed dentist must pass a written and clinical test given by the State Board of Dentistry, to be licensed.
- Must have graduated from a training school of dental hygienists approved by the Louisiana State Board of Dentistry, and be a citizen or legal U.S. resident.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Exam: \$325 LBC: \$900	\$150	RS 37:795, LAC 46:XXXIII. 417

# LOUISIANA LICENSING GUIDE

## 2005

### DENTIST

#### SOC CODE: 29-1020

**Regulatory Authority:** Louisiana State Board of Dentistry  
365 Canal Street, Suite 2680  
New Orleans, Louisiana 70130-1170

**Phone:** (504) 568-8574  
**Fax:** (504) 568-8598  
**Web site:** [www.lsbd.org](http://www.lsbd.org)  
**Email:** None  
**Period of License:** 2 Years  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Diagnose and treat diseases, injuries, and malformations of teeth and gums, and related oral structures. May treat disease of nerve, pulp, and other dental tissues affecting vitality of teeth.	<b>Hourly:</b> \$58.04 <b>Annual:</b> \$120,713	Dental schools require a minimum of two years college level pre-dental education, but most students attain a bachelor's degree. Must pass the Dental Admissions Test before being considered for graduate school that lasts for four academic school years.

#### REQUIREMENTS FOR LICENSE

- Must have graduated from an accredited school of dentistry approved by Louisiana Board of Dentistry, according to the rules and regulations.
- Pass written and clinical test given by the Louisiana State Board of Dentistry.
- Pass the Joint Commission on National Dental Examination.
- Must be a citizen or permanent resident of the U S.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
(Exam): \$800 LBC: \$2100	\$400	RS 37:795, LAC 46:XXXIII.415



# LOUISIANA LICENSING GUIDE

## 2005

### DIETITIAN/NUTRITIONIST

#### SOC CODE: 29-1031

**Regulatory Authority:** Louisiana Board of Examiners in Dietetics and Nutrition  
18550 Highland Road, Suite B  
Baton Rouge, Louisiana 70809-6107

**Phone:** (225) 756-3490  
**Fax:** (225) 756-3472  
**Web site:** [www.lbedn.org](http://www.lbedn.org)  
**Email:** [admin@lbedn.org](mailto:admin@lbedn.org)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Plan and conduct food service or nutritional programs to assist in the promotion of health, and control of disease.	<b>Hourly:</b> \$17.43 <b>Annual:</b> \$36,259	Requires, at a minimum, a bachelor's degree from an accredited program in dietetics or nutrition.

#### REQUIREMENTS FOR LICENSE

- Must have 900 hours of internship.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$90	\$60	Title 37 Chapter 41:3081-3094

# LOUISIANA LICENSING GUIDE

## 2005

### ELECTRICIAN

#### SOC CODE: 47-2111

**Regulatory Authority:** Louisiana State Licensing Board for Contractors  
P. O. Box 14419  
Baton Rouge, Louisiana 70898-4419

**Phone:** (225) 765-2301  
**Fax:** (225) 765-2431  
**Web site:** [www.lslbc.state.la.us](http://www.lslbc.state.la.us)  
**Email Address:** [capplications@lslbc.state.la.us](mailto:capplications@lslbc.state.la.us)  
**Period of License:** Expires December 31 each year  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Install, maintain, and repair electrical wiring, equipment, and fixtures.	<b>Hourly:</b> \$17.74 <b>Annual:</b> \$36,892	A few electricians attain on-the-job training, but the most common form of training for this trade is through apprenticeship programs.

#### REQUIREMENTS FOR LICENSE

- Must contact the Regulatory Authority above for all requirements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$265	\$100	37:2150-2173

# LOUISIANA LICENSING GUIDE

## 2005

### ELECTROLOGIST

#### SOC CODE: 39-5012

**Regulatory Authority:** Louisiana Department of Health and Hospitals  
State Board of Electrolysis Examiners  
P. O. Box 67  
DeRidder, Louisiana 70634-0067

**Phone:** (337) 463-6180 or (800) 797-1406  
**Fax:** (337) 463-3991  
**Web site:** Not Applicable  
**Email:** [lstatebrdee@aol.com](mailto:lstatebrdee@aol.com)  
**Period of License:** 1 Year  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Uses an electrolysis machine to remove hair.	<b>Hourly:</b> \$9.25 <b>Annual:</b> \$19,242	Training is less than that of a barber or cosmetologist, but one must take courses of practical electrolysis training in a school of electrology that maintains the standards established, and approved by the Board, or complete a like number of hours in the subject areas specified in an apprenticeship program approved by the Board at the time of certification. Apprenticeship programs can last from 1-3 years.

#### REQUIREMENTS FOR LICENSE

- Must be of good moral character, and a high school graduate.
- Must be free of infectious disease, and pass state Board exam.
- Must have been a resident for at least 30 days or longer.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$100	R.S.37:3051:3077

# LOUISIANA LICENSING GUIDE

## 2005

### ENGINEER

#### SOC CODE: 17-2199

**Regulatory Authority:** Louisiana Professional Engineering  
& Land Surveying Board  
9643 Brookline Avenue, Suite 121  
Baton Rouge, Louisiana 70809-1433

**Phone:** (225) 925-6291  
**Fax:** (225) 925-6292  
**Web site:** [www.lapels.com](http://www.lapels.com)  
**Email:** [hgk@lapels.com](mailto:hgk@lapels.com)  
**Period of License:** 2 Years  
**Minimum Age:** Not Applicable

**Job Description**  
There are many different types of engineers. The above code refers to engineers who are engaged in consultation, investigation, evaluation, planning, design, or review of materials and completed phases of work in construction, alteration, or repair in connection with utilities, structures, building, machines, equipment, processes, work, or projects.

**Average Hourly/Annual  
Wage-June 2004**  
**Hourly:** \$31.53  
**Annual:** \$65,579

**Training/Education**  
A bachelor's degree is required for almost all engineering jobs. Degrees in physical science and mathematics are acceptable for some engineering jobs. Engineers trained in one branch of engineering may work in related areas of that field. For example, aerospace engineering may have training in mechanical engineering as well, etc. The four main categories of engineering are electrical, electronic, civil, and mechanical.

#### REQUIREMENTS FOR LICENSE

- Four years of progressive engineering experience obtained subsequent to receiving a Bachelor of Science degree in engineering.
- Two eight-hour written tests are required.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$180	\$120	L.R.S.37:681-37:703

# LOUISIANA LICENSING GUIDE

## 2005

### EUTHANASIA TECHNICIAN, CERTIFIED ANIMAL

#### SOC CODE: 33-9011

**Regulatory Authority:** Louisiana Board of Veterinary Medicine  
263 Third Street, Suite 104  
Baton Rouge, Louisiana 70801-1306

**Phone:** (225) 342-2176  
**Fax:** (225) 342-2142  
**Web site:** [www.lsbvm.org](http://www.lsbvm.org)  
**Email:** [lbvm@eatel.net](mailto:lbvm@eatel.net)  
**Period of License:** 1 Year  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Euthanasia, the act or practice of ending life due to suffering, by means of lethal injection, or withdrawal of extraordinary medical treatment. These technicians handle animals for the purpose of investigations of mistreatment or control of abandoned, dangerous, or unattended animals.	<b>Hourly:</b> \$9.57 <b>Annual:</b> \$19,914	The most significant training is moderate term; on-the-job-training. However, in Louisiana, a Board approved program that includes instruction in the proper methods of humanely euthanizing animals by injecting legal drugs in accordance with rules adopted by the Board, in proper security precautions, in proper record keeping, and related skills are required for licensure.

#### REQUIREMENTS FOR LICENSE

- Must be good moral character, and pay all fees listed by the Board.
- Must show proof of not having a felony record involving controlled dangerous substances or any other information and proof required by the Board.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50 Application Fee: \$25	\$50	LARS 37:1511 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### FUNERAL DIRECTOR/EMBALMER/INTERNSHIP

#### SOC CODE: 11-9061

**Regulatory Authority:** Louisiana State Board of Embalmers and Funeral  
Department of Health and Hospitals  
P. O. Box 8757  
Metairie, Louisiana 70011-8757

**Phone:** (504) 838-5109  
**Fax:** (504) 838-5112  
**Web site:** [www.lsbefd.state.la.us](http://www.lsbefd.state.la.us)  
**Email:** None  
**Period of License:** 1 Year  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Perform various tasks to arrange and direct funeral services, such as coordinating transportation of body to mortuary for embalming, interviewing family or other authorizing person to arrange details of funeral service.	<b>Hourly:</b> \$18.96 <b>Annual:</b> \$39,428	Entry level for embalmers and funeral directors require at least 15 months in an accredited school of Mortuary Science, with 1 year internship.

#### REQUIREMENTS FOR LICENSE

- Embalmers/funeral directors must pass a national Board exam with an average of 75 percent or better on both sections (Arts & Science) of the exam. Must have a high school diploma or equivalence of a GED.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$250	\$80	Title 37, Chapter 10, Section 831, et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### GRAIN SAMPLER/GRADER

#### SOC CODE: 43-5111

**Regulatory Authority:** Agricultural Commodities Commission  
P. O. Box 3098  
Baton Rouge, Louisiana 70821-3098

**Phone:** (225) 922-1341  
**Fax:** (225) 922-0477  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [rebah@ldaf.state.la.us](mailto:rebah@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Weigh, measure, and check materials, supplies, and equipment for the purpose of keeping relevant records. Duties are primary clerical by nature.	<b>Hourly:</b> \$11.29 <b>Annual:</b> \$23,476	A high school education is the highest educational level required for this job. It is primarily clerical by nature, but employers prefer to hire people who possess knowledge of computers and other specialized office and business equipment.

#### REQUIREMENTS FOR LICENSE

- Must submit application required by the Commissioner of Agriculture and Forestry.
- A written examination is also required.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$25	\$25	L.R.S.3:3401 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### INTERIOR DESIGNER

#### SOC CODE: 27-1025

**Regulatory Authority:** Louisiana State Board of Examiners of Interior Design  
2900 Westfork Drive, Suite 200  
Baton Rouge, Louisiana 70827-0004

**Phone:** (225) 298-1283  
**Fax:** (225) 298-1284  
**Web site:** [www.lsbid.org](http://www.lsbid.org)  
**Fax:** [lidboard@intersurf.com](mailto:lidboard@intersurf.com)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Plan, design, and furnish interiors of residential, commercial, or industrial buildings.	<b>Hourly:</b> \$15.58 <b>Annual:</b> \$32,415	Entry-level jobs require a bachelor's degree. Louisiana requires a minimum of 2 years in an interior design program at a FIDER accredited university, and a minimum of 2 years full time interior design experience. In addition, mandatory <b><u>continuing education units (CEUs)</u></b> are required at renewal time annually. A minimum of 5 CEUs is required.

#### REQUIREMENTS FOR LICENSE

- Written examination is required, and must pass 3 sections of the National Examination for Designers, National Council of Interior Design Qualification (NCIDQ).

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$150	\$125	R.S.37:3171



# LOUISIANA LICENSING GUIDE

## 2005

### JOCKEY/APPRENTICE JOCKEY, RACE HORSE

#### SOC CODE: 27-2021

**Regulatory Authority:** Louisiana State Racing Commission  
320 North Carrollton Avenue, Suite 2-B  
New Orleans, Louisiana 70119-5100

**Phone:** (504) 483-4000  
**Fax:** (504) 483-4898  
**Web site:** <http://horseracing.la.gov>  
**Email:** [webmaster@lrc.state.la.us](mailto:webmaster@lrc.state.la.us)  
**Period of License:** 1 or 3 years  
**Minimum Age:** 18 (16 with a permit)

<p><b><u>Job Description</u></b>          “Rides race horses in track work, barrel trials, and race meetings on behalf of horse owners.”</p>	<p><b><u>Average Hourly/Annual Wage-June 2004</u></b>          Salary depends greatly on experience and the outcome of a race. Contact the above Regulatory Authority for more details.</p>	<p><b><u>Training/Education</u></b>          No formal education is required, but diplomas and certificates are available for Thoroughbred Racing.</p>
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#### REQUIREMENTS FOR LICENSE

- License is required for persons participating as a *jockey* or *apprentice jockey* (riding racehorses in official races).
- Must abide by state rules and regulations.
- Must be approved by the stewards and *apprentice jockeys* must have an apprentice certificate.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
1 year: \$35 3 years: \$105 Apprentice Jockey-1 year: \$25 Apprentice Jockey-3 years: \$75	Not Applicable	Contact above Regulatory Authority

# LOUISIANA LICENSING GUIDE

## 2005

### LIBRARIAN, EXECUTIVE CERTIFICATION

#### SOC CODE: 25-4021

**Regulatory Authority:** State Board of Library Examiners  
P. O. Box 131  
Baton Rouge, Louisiana 70821-0131

**Phone:** (225) 342-4931  
**Fax:** (225) 342-3547  
**Web site:** [www.state.lib.la.us](http://www.state.lib.la.us)  
**Email:** [rhamilto@pelican.lib.state.lib.la.us](mailto:rhamilto@pelican.lib.state.lib.la.us)  
**Period of License:** 5 Years  
**Minimum Age:** None

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Administer libraries, and perform related library services.	<b>Hourly:</b> \$18.47 <b>Annual:</b> \$38,419	A master's degree in library science for entry-level jobs. This takes 1 to 2 additional years after obtaining a bachelor's degree. A Ph.D. degree is advantageous for obtaining jobs to teach in universities, or for top administrative jobs in colleges or universities.

#### REQUIREMENTS FOR LICENSE

- Must have a baccalaureate degree plus a master's degree in library science (or library information science) from a graduate school accredited by the American Library Association.
- Written statements from references supplied by the candidates are used in evaluating the candidate.
- Must take a written and oral examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$5	None	Contact Regulatory Authority

# LOUISIANA LICENSING GUIDE

## 2005

### MARINE OCCUPATIONS

#### SOC CODE: 53-5011

**Regulatory Authority:** U.S. Coast Guard  
Regional Examination Center  
9820 Lake Forest Boulevard, Suite P  
New Orleans, Louisiana 70127-3077

**Phone:** (504) 240-7300 or 1 (800) 972-8881  
**Fax:** (504) 240-7292  
**Web site:** [www.uscg.mil/stcw](http://www.uscg.mil/stcw)  
**Email:** None  
**Period of License:** 5 Years  
**Minimum Age:** 17-18 Years (With parent consent)

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Stand watch to look for obstructions in path of vessel, measure water depth, turn wheel on bridge, or use emergency equipment as directed by captain, mate, or pilot.	<b>Hourly:</b> \$14.16 <b>Annual:</b> \$29,449	No experience required for entry-level documentation. However, though there are no specific education requirements, a comprehensive written examination is required in order to show competency of knowledge. One year of training is the minimum for the lowest level of occupation.

#### REQUIREMENTS FOR LICENSE

- All applications require negative DOT-5 drug test & meet minimum physical standards.
- All licenses require a minimum of one year's experience, and comprehensive examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Varies, must contact Regulatory Authority.	Varies, must contact Regulatory Authority.	46 CFR Parts 10, 12, and 13

# LOUISIANA LICENSING GUIDE

## 2005

### MASSAGE THERAPIST

#### SOC CODE: 31-9011

**Regulatory Authority:** Louisiana Board of Massage Therapy  
12022 Plank Road  
Baton Rouge, Louisiana 70811-1031

**Phone:** (225) 771-4090  
**Fax:** (225) 771-4021  
**Web site:** [www.lsbmt.org](http://www.lsbmt.org)  
**Email:** [lsbmt@eatel.net](mailto:lsbmt@eatel.net)  
**Period of License:** 1 Year  
**Minimum Age:** None

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Massage customers for hygienic or remedial purposes.	<b>Hourly:</b> \$12.87 <b>Annual:</b> \$26,773	A minimum 500-hour supervised course of instruction provided by a proprietary massage therapy school, which is licensed by the State Department of Education, 500 hours of training at a licensed school, and 3 years of experience.

#### REQUIREMENTS FOR LICENSE

- Must have proof of having passed the National Exam for Massage Therapy.
- Must have a copy of current license in another state, territory, commonwealth, or the District of Columbia that has and maintains standards and requirements of practice and licensure, or registration that conforms to the requirements in force in this state, and passed the National Exam for Massage Therapy.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$125	\$125	R.S.37:35551 etc.

# LOUISIANA LICENSING GUIDE

## 2005

### MEASURER-SAMPLER, DAIRY PRODUCTS

#### SOC CODES: 43-5111

**Regulatory Authority:** Dairy Stabilization Board  
P. O. Box 3098  
Baton Rouge, Louisiana 70821-3098

**Phone:** (225) 922-1346  
**Fax:** (225) 922-0477  
**Web site:** None  
**Email:** [bob\\_s@ldaf.state.la.us](mailto:bob_s@ldaf.state.la.us)  
**Period of License:** Contact Regulatory Authority  
**Minimum Age:** Contact Regulatory Authority

#### **Average Hourly/Annual Wage-June 2004**

**Hourly:** \$11.29  
**Annual:** \$23,476

#### **Job Description**

Weigh, measure, and check materials, supplies, and equipment for the purpose of keeping relevant records.

#### **Training/Education**

The job requires little more than a high school diploma. It is primarily clerical by nature. Employers prefer to hire those who are familiar with computers, and other electronic office and business equipment.

#### **REQUIREMENTS FOR LICENSE**

- License authorizes individuals to measure and sample milk and cream.
- All persons engaged in measuring and sampling from farm bulk must first make application to the Commissioner of Agriculture and Forestry on a form prescribed by him. A written and practical examination is required.
- Must attend a training session conducted by the Department of Agriculture and Forestry and the Department of Health every two years.

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
Must contact agency above	Must contact agency above	R.S. 3:4006

# LOUISIANA LICENSING GUIDE

## 2005

### MIDWIFE

#### SOC CODE: 31-1012

**Regulatory Authority:** Louisiana State Board of Medical Examiners  
630 Camp Street  
New Orleans, Louisiana 70130-3400

**Phone:** (504) 568-6820, Extension 233  
**Fax:** (504) 599-0503  
**Web site:** [www.lsbme.louisiana.gov](http://www.lsbme.louisiana.gov)  
**Email:** [lsbmever@lsbme.org](mailto:lsbmever@lsbme.org)  
**Period of License:** 2 Years  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
The provision of health services in pregnancy and childbirth by a person not a licensed physician, or a certified nurse midwife.	<b>Hourly:</b> \$7.26 <b>Annual:</b> \$15,101	An apprenticeship with a licensed lay midwife or nurse midwife. Most midwives are licensed registered nurses.

#### REQUIREMENTS FOR LICENSE

- The Midwifery Practice Act defines the practice of midwifery.
- Must complete an approved midwifery program.
- Must pass the appropriate examinations.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$200	Must contact Regulatory Authority

# LOUISIANA LICENSING GUIDE

## 2005

### MUSIC THERAPIST, WORKING IN SCHOOLS

#### SOC CODE: 29-1129

**Regulatory Authority:** Louisiana Department of Education  
P. O. Box 94064  
Baton Rouge, Louisiana 70804-9094

**Phone:** (225) 342-3490  
**Fax:** (225) 342-3499  
**Web site:** [www.louisianaschools.net](http://www.louisianaschools.net)  
**Email:** [customerservice@la.gov](mailto:customerservice@la.gov)  
**Period of License:** Varies  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
*An established healthcare profession that uses music to address physical, emotional, cognitive, and social needs of individuals of all ages. Works with children or adults that have disabilities or illnesses.	<b>Hourly:</b> Not Available <b>Annual:</b> Not Available	Bachelor or master's degree in music therapy to include the following: Three semester hours of Introduction of the Education of Exceptional Children; Three semester hours of Psychology of Exceptional Children; Recreation and School Music.

#### REQUIREMENTS FOR LICENSE

- An applicant must present evidence of successful completion of an accredited music therapy degree program, and registration by the National Association of Music Therapy, Inc.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$25	Must contact the Regulatory Authority

\*<http://www.musictherapy.org>

# LOUISIANA LICENSING GUIDE

## 2005

### NURSE'S ASSISTANT, CERTIFIED (CNA)

#### SOC CODE: 31-1012

**Regulatory Authority:** Department of Health & Hospitals  
Bureau of Health Standards  
P. O. Box 3767  
Baton Rouge, Louisiana 70821-3767

**Phone:** (225) 342-5778  
**Fax:** (225) 342-5305  
**Web site:** [Access denied by the Regulatory Authority](#)  
**Email:** [canaware@dhh.la.gov](mailto:canaware@dhh.la.gov)  
**Period of Certification:** 2 Years  
**Minimum Age:** 16-17 (Depends on the year high school class started.)

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Provide basic care under direction of licensed nursing staff. Perform duties, such as feed, bathe, dress, groom, or move patients, or change linens.	<b>Hourly:</b> \$7.26 <b>Annual:</b> \$15,101	Training and education required for entry level into this field depends upon the facility or school of attendance. Normally one must attain at least eighty hours of training or a certain number of years experience to qualify for this position.

#### REQUIREMENTS FOR RE-CERTIFICATION

- If you have been certified in the past, contact the Louisiana Nurse Aide Registry at 225 295-8575 or visit the Web site at [www.LABENFA.com](http://www.LABENFA.com).
- If you have never been certified, contact Candace Andrus-Ware at 225 342-5778 for educational requirements.

<u>Initial Certification Fee/s</u>	<u>Renewal Certification Fee/s</u>	<u>Authorizing Statute</u>
Not Applicable Certification Card (Optional): \$10	Not Applicable	Louisiana Register, Volume 17, number 8, August 20, 1991



# LOUISIANA LICENSING GUIDE

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### NURSE, LICENSED PRACTICAL (LPN)

#### SOC CODE: 29-2061

**Regulatory Authority:** Board of Practical Nurse Examiners  
3421 North Causeway Boulevard, Suite 203  
Metairie, Louisiana 70002-3715

**Phone:** (504) 838-5791  
**Fax:** (504) 838-5279  
**Web site:** [www.lsbpne.com](http://www.lsbpne.com)  
**Email:** [debra@lsbpne.com](mailto:debra@lsbpne.com)  
**Period of License:** 1 Year  
**Minimum Age:** None

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Care for ill, injured, convalescent, or disabled persons in hospitals, nursing homes, clinics, private homes, group homes, and similar institutions.	<b>Hourly:</b> \$13.42 <b>Annual:</b> \$27,918	Most practical nursing programs last about 1 year, and include both classroom study, and supervised clinical practice (patient care).

#### REQUIREMENTS FOR LICENSE

- Must have graduated from a Board approved LPN program and pass licensure exam.
- Must be of good moral character.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$85	\$30	L.R.S.37, Chapter 11, Part II, Practical Nurses

# LOUISIANA LICENSING GUIDE

## 2005

### NURSE, REGISTERED

#### SOC CODE: 29-1111

**Regulatory Authority:** Louisiana State Board of Nursing  
3510 North Causeway Boulevard, Suite 601  
Metairie, Louisiana 70002-3531

**Phone:** (504) 838-5332  
**Fax:** (504) 838-5349  
**Web site:** [www.lsbn.state.la.us](http://www.lsbn.state.la.us)  
**Email:** [lsbn@lsbn.state.la.us](mailto:lsbn@lsbn.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** None (Must be a high school graduate)

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Assess patient health problems, and needs. Develops and implements nursing care plans, and maintain medical records. Administer nursing care to the ill, injured, convalescent, or disabled.	<b>Hourly:</b> \$22.37 <b>Annual:</b> \$46,527	Three main types of education and training available are bachelor of science degree (BS), associate degree (A.D.N.), and diploma programs. While the bachelor of science degree takes 4 plus years to complete, the associate and diploma programs span from 2-3 years and are offered by most junior colleges. Major universities offer master's and doctoral degrees.

#### REQUIREMENTS FOR LICENSE

- Must be a high school graduate.
- Must have graduated from an approved school of nursing, and pass a written examination.
- An applicant must not have grounds for denial.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	\$45	R.S.37:911 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### NURSE, SCHOOL

#### SOC CODE: 29-1111

**Regulatory Authority:** Louisiana Department of Education  
P. O. Box 94064  
Baton Rouge, Louisiana 70804-9064

**Phone:** (225) 342-3490  
**Fax:** (225) 342-3499  
**Web site:** [www.louisianaschools.net](http://www.louisianaschools.net)  
**Email:** [customerservice@la.gov](mailto:customerservice@la.gov)  
**Period of License:** Varies  
**Minimum Age:** Must contact Regulatory Authority above

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Assess patient health problems, and needs. Develop and implements nursing care plans, and maintain medical records. Administer nursing care to the ill, injured, convalescent, or disabled. These nurses are licensed registered nursing, and they work in school or institutional settings.	<b>Hourly:</b> \$22.37 <b>Annual:</b> \$46,527	There are three main types of education and training available in this field of study: Bachelor of Science degree (BS), Associate Degree (A.D.N.), and diploma programs. While the bachelor of science degree takes 4 plus years to complete, the associate and diploma programs span from 2-3 years and are offered at most junior or community colleges.

#### REQUIREMENTS FOR LICENSE

- Type C School Nurse—Licenses may be renewed for one three year period upon request of the employing authority, and the individual must present a copy of current Louisiana licensure as a registered professional nurse. In addition, Type C School Nurses must meet the following criteria:
  - a) Must be a licensed registered nurse with at least 2 years experience.
- Type B School Nurse—May renew license upon the presentation of 6 semester hours of nursing, education, or other health-related subjects completed since the Type B certificate was issued.

# LOUISIANA LICENSING GUIDE

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In addition, the individual must present a copy of a current Louisiana licensure as a registered professional nurse. Additionally, Type B School Nurses must meet the following criteria:

- a) Hold current license as a registered professional nurse.
  - b) Have a minimum of 3 years of experience as a Type C School Nurse.
  - c) Have at least 6 semester hours of nursing, school nursing, education, or other health-related subjects from a regionally accredited college or university.
- Type A School Nurse may renew license upon the presentation of six semester hours of nursing, education, or other health-related subjects completed since the Type B certificate was issued. Also must present a copy of a current Louisiana licensure as a registered professional nurse. Finally, Type A School Nurses must meet the following criteria:
  - a) Hold current license as a registered professional nurse in the State of Louisiana, and have a baccalaureate degree “in nursing or a health-related field” from a regionally accredited college or university.
  - b) Have a minimum of five years of experience as a certified Type B school nurse.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$25	R.S.37:911 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### NURSING HOME ADMINISTRATOR

#### SOC CODE: 11-9111

**Regulatory Authority:** Board of Examiners for Nursing Homes  
5647 Superior Drive  
Baton Rouge, Louisiana 70816-6049

**Phone:** (225) 295-8571  
**Fax:** (225) 295-8574  
**Web site:** [www.labenfa.com](http://www.labenfa.com)  
**Email:** [kwright@labenfa.com](mailto:kwright@labenfa.com)  
**Period of License:** 1 Year  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Plan, direct or coordinate medicine and health services in hospitals, clinics, managed care organizations, public health agencies, or similar organizations.	<b>Hourly:</b> \$27.23 <b>Annual:</b> \$56,640	A bachelor's degree is adequate for some entry-level positions. In Louisiana two years or 60 hours of college credit in a specific care curriculum with at least a "C" average is sufficient. Must pass state and national written examinations, and complete a six-month internship.

#### REQUIREMENTS FOR LICENSE

- License is required for all persons in nursing facility administration.
- Must take a national and state written test. The Board gives the national exam after approval of licensure, via email (computer). The state exam is administered in Baton Rouge, Louisiana.
- Licensure acceptable through reciprocal agreements with other states.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$275	\$245	R.S.49:954.1

# LOUISIANA LICENSING GUIDE

## 2005

### OCCUPATIONAL THERAPIST

#### SOC CODE: 29-1122

**Regulatory Authority:** Louisiana State Board of Medical Examiners  
Office of Continuing Education  
630 Camp Street  
New Orleans, Louisiana 70130-3400

**Phone:** (504) 568-6820, Extension 233  
**Fax:** (504) 599-0503  
**Web site:** [www.lsbme.louisiana.gov](http://www.lsbme.louisiana.gov)  
**Email:** [lsbmever@lsbme.org](mailto:lsbmever@lsbme.org)  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Assess, plan, organize, and participate in rehabilitated programs that help restore vocational, homemaking, and daily living skills, as well as general independence, to disabled persons.	<b>Hourly:</b> \$28.05 <b>Annual:</b> \$58,341	A bachelor's degree (4+ years to complete) in occupational therapy is the minimum requirement for entry into this field.

#### REQUIREMENTS FOR LICENSE

- Must graduate from an approved school, and pass the appropriate certification tests.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$150	\$100	Occupational Therapy Act

# LOUISIANA LICENSING GUIDE

## 2005

### OPTOMETRIST

#### SOC CODE: 29-1041

**Regulatory Authority:** Louisiana State Board of Optometry Examiners  
P. O. Box 555  
Oakdale, Louisiana 71463-0555

**Phone:** (318) 335-2989  
**Fax:** (318) 335-4090  
**Web site:** None  
**Email:** [lsboe@yahoo.com](mailto:lsboe@yahoo.com)  
**Period of License:** 1 Year  
**Minimum Age:** Must contact the Regulatory Authority listed above.

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Diagnose, manage, and treat conditions and diseases of the human eye, and visual system.	<b>Hourly:</b> \$45.77 <b>Annual:</b> \$95,191	The Doctor of Optometry degree requires completion of a 4-year program at an accredited optometry school preceded by at least 3 years of pre-optometric study at an accredited college or university (most optometry students hold a bachelor's or higher degree).

#### REQUIREMENTS FOR LICENSE

- All persons desiring to practice optometry shall be citizens of the United States.
- Must be a high school graduate, and have graduated from a school or college of optometry approved by the Board.
- Must file with the secretary of the Board upon the form furnished, and pass the examination required by R.S.37:1051.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$150	\$100	R.S.37:1041-1067

# LOUISIANA LICENSING GUIDE

## 2005

### OSTEOPATH

#### SOC CODE: 29-1069

**Regulatory Authority:** Louisiana State Board of Medical Examiners  
Office of Continuing Education  
630 Camp Street  
New Orleans, Louisiana 70130-3400

**Phone:** (504) 568-6820, Extension 271  
**Fax:** (504) 599-0503  
**Web site:** [www.lsbme.louisiana.gov](http://www.lsbme.louisiana.gov)  
**Email:** [lsbmever@lsbme.org](mailto:lsbmever@lsbme.org)  
**Period of License:** 1 Year  
**Minimum Age:** Contact Regulatory Authority above

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
This job places more emphasis on the musculoskeletal system, preventive medicine, and holistic patient care. Both general and family medical services are acceptable when one holds this degree. Osteopaths (D.O.s) may use the same accepted methods of treatment as Doctors of Medicine (M.D.s), including drugs and surgery.	<b>Hourly:</b> \$87.94 <b>Annual:</b> \$182,906	Requires about the same amount of education as a Doctor of Medicine. Internship at an accredited medical school that teaches and offers training in Osteopathic Medicine is the appropriate educational requirement for entry level into this position.

#### REQUIREMENTS FOR LICENSE

- Must be a graduate of an approved *osteopath* school.
- Must pass examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$25	Varies-contact Regulatory Authority above.	Osteopath Practice Act



# LOUISIANA LICENSING GUIDE

## 2005

### PARAMEDIC—BASIC—INTERMEDIATE CERTIFIED EMERGENCY MEDICAL TECHNICIAN (EMT)

#### SOC CODE: 29-2041

**Regulatory Authority:** Department of Health and Hospitals  
Office of Public Health/Bureau of EMS  
P. O. Box 94215  
Baton Rouge, Louisiana 70804-9215

**Phone:** (225) 763-5700  
**Fax:** (225) 763-5702  
**Web site:** [www.oph.dhh.state.la.us/emergencymedical/index.html](http://www.oph.dhh.state.la.us/emergencymedical/index.html)  
**Email:** [rdavid@dhh.state.la.us](mailto:rdavid@dhh.state.la.us)  
**Period of License:** 2 Years  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Assess injuries, administer emergency medical care, and extricate trapped individuals. Transport injured or sick persons to medical facilities.	<b>Hourly:</b> \$12.31 <b>Annual:</b> \$25,606	<b>EMT-Paramedic</b> is the most advanced of the three, and training spans about 2 years most often resulting in an associate degree. At this level the caregiver receives additional training in body function and more advanced skills of emergency care. Formal training and certification is needed to become an <i>EMT Paramedic</i> . <b>EMT-Basic</b> course work typically emphasizes on emergency skills such as managing respiratory, trauma, and cardiac emergencies, and it is a prerequisite for <i>EMT-Intermediate</i> in which one will learn a variety of skills such as heart rhythms, and administering advanced medications. The <i>EMT-Intermediate</i> learns to give intravenous fluids and certain medicines.

# LOUISIANA LICENSING GUIDE

## 2005

### REQUIREMENTS FOR LICENSE

#### **Paramedic Emergency Medical Technician** *(Requirements)*

- Must be state certified and a Nationally Registered EMT-Basic EMT-Intermediate or receive special exemption as granted by the Bureau of EMS.
- Must demonstrate a 12<sup>th</sup> grade reading level and 10<sup>th</sup> grade math level for a standardized proficiency exam approved by the Bureau of EMS.
- Must provide sponsoring agency with a statement (less than 6 months old) from physician attesting the physical ability of a student to perform duties of an EMT.
- Must not be a convicted felon unless reviewed by the National Registry, the Bureau of EMS, and the EMS Certification Commission.

#### **Basic Emergency Medical Technician** *(Requirements)*

- Must successfully complete a Louisiana Bureau of EMS approved training program based on the U.S. Department of Transportation curriculum for Emergency Medical Technician-**Basic** and must have received Louisiana State Certification and National Registry registration.
- Must be 17 years of age in order to enter the program, but 18 years old prior to taking the NR exam.
- Must have a high school diploma or GED or must be a state certified First Responder prior to taking the course and must be enrolled in good standing with their high school. Must demonstrate an eighth grade reading level for a standardized proficiency exam approved by the Bureau of EMS, and must provide sponsoring agency with a statement (less than 6 months old) from his/her physician attesting to:
  - **Physical ability of student to perform duties of EMT.**
  - **Current immunization status as recommended by the Office of Public Health.**
  - **Freedom from communicable disease.**
- All EMT-B training must be received from a training site approved by the Bureau of EMS and meeting or exceeding the current DOT National Standard Curricula.
- Must take a written and practical exam.

#### **Intermediate Emergency Medical Technician** *(Requirements)*

- Must have completed a Louisiana Bureau of EMS approved training program based on the 1984 U.S. Department of Transportation curriculum for Emergency Medical Technician, and received the LA State Certification and National Registry Certification, and have a 10<sup>th</sup> grade reading level approved by the Bureau

# LOUISIANA LICENSING GUIDE

## 2005

- of EMS. Must be a *State Certified EMT-Basic* and a *National Registered EMT Basic* or have received special exemption as granted by the Bureau of EMS.
- Must provide sponsoring agency with statement (less than 6 months old) from his/her physician attesting to physical ability of student to perform duties of EMS; current immunization status as recommended to the Office of Public Health; and freedom from communicable disease.
  - Must not have criminal felony record of conviction, or must have had their conviction reviewed by the National Registry, the Bureau of EMS and the EMS Certification Commission.
  - Prospective student may not be enrolled in any EMT training program if he/she has been dismissed from any other EMS training program for reasons other than academic failure within 2 years prior to start of current program.
  - All EMT-Intermediate training must be received from a training site approved by the Bureau of EMS and meeting or exceeding the 1984 DOT National Standard Curricula. Students must attend 90% of the total hours of training.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
<b>Paramedic</b> -Written & Practical: \$90 <b>Basic</b> -Written & Practical: \$60 <b>Intermediate</b> -Written & Practical: \$75	<b>Paramedic</b> -\$45 <b>Basic</b> -\$25 <b>Intermediate</b> -\$3	R.S.40:1231

# LOUISIANA LICENSING GUIDE

## 2005

### PHARMACIST

#### SOC CODE: 29-1051

**Regulatory Authority:** Louisiana Board of Pharmacy  
5615 Corporate Boulevard, Suite 8E  
Baton Rouge, Louisiana 70808-2537

**Phone:** (225) 925-6496  
**Fax:** (225) 925-6499  
**Web site:** [www.labp.com](http://www.labp.com)  
**Email:** [labp@labp.com](mailto:labp@labp.com)  
**Period of License:** 1 Year  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Dispense drugs prescribed by physicians and other health practitioners, and provide information to patients about medications and their use. May advise physicians and other health practitioners on the selection, dosage, interactions, and side effects of medications.	<b>Hourly:</b> \$29.90 <b>Annual:</b> \$72,874	Pharmacy takes about 6 years of postsecondary educational study. Colleges of pharmacy usually require at least 2 years of college-level pre-pharmacy education.

#### REQUIREMENTS FOR LICENSE

- Must graduate from an approved school of pharmacy.
- Must earn 1,500 hours of practical experience in an approved pharmacy.
- Must pass licensure examinations (NABLEX and MPJE examinations), complete state and federal criminal background checks, file application, and pay all fees.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$300	\$75	LRS 37:1184

# LOUISIANA LICENSING GUIDE

## 2005

### PHARMACY TECHNICIAN

#### SOC CODE: 29-2052

**Regulatory Authority:** Louisiana Board of Pharmacy  
5615 Corporate Boulevard, Suite 8E  
Baton Rouge, Louisiana 70808-2537

**Phone:** (225) 925-6496  
**Fax:** (225) 925-6499  
**Web site:** [www.labp.com](http://www.labp.com)  
**Email:** [labp@labp.com](mailto:labp@labp.com)  
**Period of License:** 1 Year  
**Minimum Age:** 18

#### Job Description

Prepare medications under the direction of a pharmacist. May measure, mix, count, label, and record amounts and dosages of medications.

#### Average Hourly/Annual Wage-June 2004

**Hourly:** \$10.13  
**Annual:** \$21,069

#### Training/Education

Most pharmacy technicians receive informal on-the-job training, but employers prefer those with a formal education and training. This requires classroom and laboratory work. The training is offered in the military, hospitals, proprietary schools, vocational or technical colleges, and community colleges.

#### REQUIREMENTS FOR LICENSE

- Must earn 600 hours of practical experience in an approved pharmacy.
- Must pass national certification examination.
- Must complete state and federal criminal background checks.
- Must file application and pay required fees.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	\$50	L.R.S. 37:1184

# LOUISIANA LICENSING GUIDE

## 2005

### PHYSICAL THERAPIST

#### SOC CODE: 29-1123

**Regulatory Authority:** Louisiana State Board of Physical Therapy Examiners  
104 Fairlane Drive  
Lafayette, Louisiana 70507-5307

**Phone:** (337) 262-1043, Extension 102  
**Fax:** (337) 262-1054  
**Web site:** [www.laptboard.org](http://www.laptboard.org)  
**Email:** [lsbpte@laptboard.org](mailto:lsbpte@laptboard.org)  
**Period of License:** 1 Year  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Assess, plan, organize, and participate in rehabilitative programs that improve mobility.	<b>Hourly:</b> \$31.94 <b>Annual:</b> \$66,445	A minimum of a Bachelor's of Science in physical therapy that must be conferred by a physical therapy school or program accredited by the Commission on Accreditation of Physical Therapy Education (CAPTE) is sufficient for entry into this field. All physical therapy programs offer a master's or doctoral degree.

#### REQUIREMENTS FOR LICENSE

- Must be a citizen of the United States or possess valid and current legal authority to reside and work in the United States, and be of good moral character.
- Must have taken the physical therapy licensing examination administered by the Board and achieved a passing score, as set forth in Section 145.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$115	37:2401-37:2421

# LOUISIANA LICENSING GUIDE

## 2005

### PHYSICAL THERAPIST (ASSISTANT)

#### SOC CODE: 31-2021

**Regulatory Authority:** Louisiana State Board of Physical Therapy Examiners  
104 Fairlane Drive  
Lafayette, Louisiana 70507

**Phone:** (337) 262-1043 Extension 102  
**Fax:** (337) 262-1054  
**Web site:** [www.laptboard.org](http://www.laptboard.org)  
**Email:** [lsbpte@laptboard.org](mailto:lsbpte@laptboard.org)  
**Period of License:** 1 Year  
**Minimum Age:** 19

**Job Description**  
Assist physical therapists in providing physical therapy treatments and procedures.

**Average Hourly/Annual  
Wage-June 2004**  
**Hourly:** \$17.37  
**Annual:** \$36,132

**Training/Education**  
Physical therapists aides are trained on the job, but physical therapist assistants typically earn an associate degree from an accredited physical therapist assistant program.

#### REQUIREMENTS FOR LICENSE

- Must be of good moral character.
- Must have graduated from an associate degree program accredited by the Commission on Accreditation of Physical Therapy Education (CAPTE).
- Must have taken the physical therapist assistant licensing examination administered by the Board and achieved a passing score as set forth in Section 145.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$115	L.R>S.37:2401-37:2419

# LOUISIANA LICENSING GUIDE

## 2005

### PHYSICIAN'S ASSISTANT

#### SOC CODE: 29-1071

**Regulatory Authority:** Louisiana State Board of Medical Examiners  
Office of Continuing Education  
630 Camp Street  
New Orleans, Louisiana 70130-3400

**Phone:** (504) 568-6820 Extension 225  
**Fax:** (504) 599-0503  
**Web site:** [www.lsbme.louisiana.gov](http://www.lsbme.louisiana.gov)  
**Email:** [lsbmever@lsbme.org](mailto:lsbmever@lsbme.org)  
**Period of License:** 1 Year  
**Minimum Age:** 20

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Provide healthcare services typically performed by a physician, under the supervision of a physician.	<b>Hourly:</b> \$25.80 <b>Annual:</b> \$53,658	A formal education is required for this program. Most physician's assistants obtain a bachelor's degree or master's degree. Graduate program in this field lasts about 2 years. In Louisiana each physician's assistants' proposed supervising physician would submit a job description for the physician's assistant. It is then presented to the Board members for approval.

#### REQUIREMENTS FOR LICENSE

- Must be a graduate of an American Association approved physician's assistant program.
- A 12-month temporary license is issued until the NCCPA examination is taken and passed.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$250	\$150	Must contact the Regulatory Authority.



# LOUISIANA LICENSING GUIDE

## 2005

### PHYSICIAN/MEDICAL DOCTOR

#### SOC CODE: 29-1069

**Regulatory authority:** Louisiana State Board of Medical Examiners  
Office of Continuing Education  
630 Camp Street  
New Orleans, Louisiana 70130-3400

**Phone:** (504) 568-6820 Extension 226  
**Fax:** (504) 599-0503  
**Web site:** [www.lsbme.louisiana.gov](http://www.lsbme.louisiana.gov)  
**Email:** [lsbmever@lsbme.org](mailto:lsbmever@lsbme.org)  
**Period of License:** 1 Year  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Diagnose illness, prescribe and administer treatment for people suffering from injury or disease.	<b>Hourly:</b> \$87.94 <b>Annual:</b> \$171,117	It takes many years of education and training to become a physician: Four years of undergraduate school, 4 years of medical school, and 3 to 8 years of internship and residency, depending on the specialty selected.

#### REQUIREMENTS FOR LICENSE

- Graduation from an approved medical school or equivalent.
- One year of internship (American graduates), three years of residency (International graduates).
- Must pass U.S.M.L.E. examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$382	\$332	Must contact the Regulatory Authority

# LOUISIANA LICENSING GUIDE

## 2005

### PLUMBER, JOURNEYMAN

#### SOC CODE: 47-2152

**Regulatory Authority:** State Plumbing Board of Louisiana  
2714 Canal Street, Suite 512  
New Orleans, Louisiana 70119-5543

**Phone:** (504) 826-2382  
**Fax:** (504) 826-2175  
**Web site:** None  
**Email:** [dont@spbla.com](mailto:dont@spbla.com)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Assemble, install, alter, and repair pipelines or pipe systems that carry water, steam, air, or liquids, or gases. May install heating and cooling equipment and mechanical control.	<b>Hourly:</b> \$17.56 <b>Annual:</b> \$36,527	Almost all plumbers, like pipe layers, pipefitters, and steamfitters undergo some type of apprenticeship training. Apprenticeships-both union and non-union span 4-5 years of on-the-job-training. Classroom subjects include drafting and blueprint reading, math, applied physics, chemistry, safety, and plumbing codes.

#### REQUIREMENTS FOR LICENSE

- Must perform 8,000 hours of manual labor of plumbing under direct supervision of licensed journeyman plumber.
- Successfully pass required examination, and pay appropriate fees.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$40	\$40	LARS 37:1361 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### PLUMBER, MASTER

#### SOC CODE: 47-2152

**Regulatory Authority:** State Plumbing Board of Louisiana  
2714 Canal Street, Suite 512  
New Orleans, Louisiana 70119-5543

**Phone:** (504) 826-2382  
**Fax:** (504) 826-2175  
**Web site:** None  
**Email:** [dont@spbla.com](mailto:dont@spbla.com)  
**Period of License:** 1 Year  
**Minimum Age:** None

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Assemble, install, alter, and repair pipelines or pipe systems that carry water, steam, air, or liquids, or gases. May install heating and cooling equipment and mechanical control.	<b>Hourly:</b> \$17.56 <b>Annual:</b> \$36,527	Training and education are the same for master plumbers as it is for journeyman plumbers. However, to be licensed, a master plumber must already possess a journeyman plumber license, restricted master plumber license, or a current professional engineer license with 5 years experience in the area of plumbing.

#### REQUIREMENTS FOR LICENSE

- Must pay appropriate fees, and successfully pass required examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$180	\$180	LARS 37:1361 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### PODIATRIST

#### SOC CODE: 29-1081

**Regulatory Authority:** Louisiana State Board of Medical Examiners  
630 Camp Street  
New Orleans, Louisiana 70130-3400

**Phone:** (504) 568-6820, Extension 225  
**Fax:** (504) 599-0503  
**Web site:** [www.lsbme.louisiana.gov](http://www.lsbme.louisiana.gov)  
**Email:** [lsbmever@lsbme.org](mailto:lsbmever@lsbme.org)  
**Period of License:** 1 Year  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Diagnose and treat diseases and deformities of the human foot.	<b>Hourly:</b> Not Available <b>Annual:</b> Not Available	Must complete at least 90 semester hours of undergraduate study. After this, colleges of podiatric medicine offer a 4-year program whose core curriculum is similar to that in other schools of medicine. While the first 2 years of classroom instruction, the 3 <sup>rd</sup> and 4 <sup>th</sup> year students have clinical rotations in private practices, hospitals, and clinics.

#### REQUIREMENTS FOR LICENSE

- Must be a graduate of an American Medical Association approved podiatry school.
- Must take the PML examination and achieve a passing score of 75 or higher.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$300	\$200	Podiatry Practice Act

# LOUISIANA LICENSING GUIDE

## 2005

### POLYGRAPH EXAMINER

#### SOC CODE: 19-4092

**Regulatory Authority:** Office of the Governor  
16286 Winding Ridge Drive  
Prairieville, Louisiana 70769

**Phone:** (225) 744-3531  
**Fax:** (225) 744-3532  
**Web site:** None  
**Email:** [vickiking@aol.com](mailto:vickiking@aol.com)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

**Job Description**  
Examine and analyze responses to examinations, and provide final reports. Testify in court as necessary, and may assist in investigations.

**Average Hourly/Annual Wage-June 2004**  
**Hourly:** Not Available  
**Annual:** Not Available

**Training/Education**  
People in this field of work are typically referred to as forensic technicians. To be licensed in the state of Louisiana one must graduate from a state recognized polygraph school. With no less than 6 months, not to exceed 18 months of internship. Course of study spans about 2 years. A minimum of 20 continued education hours are required every 2 years.

#### REQUIREMENTS FOR LICENSE

- Must pass a written state examination. Must successfully pass an oral interview conducted by the Board.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$125	\$25	R.S.49:950

# LOUISIANA LICENSING GUIDE

## 2005

### PRIVATE INVESTIGATOR

**SOC CODE: 33-9021**

**Regulatory Authority:** Louisiana State Board of Private Investigator Examiners  
2051 Silverside Drive, Suite 190  
Baton Rouge, Louisiana 70808-9005

**Phone:** (225) 763-3556  
**Fax:** (225) 763-3536  
**Web site:** [www.lsbpie.com](http://www.lsbpie.com)  
**Email:** [lsbpie@intersurf.com](mailto:lsbpie@intersurf.com)  
**Period of License:** 1 Year  
**Minimum Age:** 18

**Job Description**  
Detect occurrences of unlawful acts or infractions of rules in private establishments, or seek, examine, and compile information for client.

**Average Hourly/Annual Wage-June 2004**  
**Hourly:** \$15.63  
**Annual:** \$32,520

**Training/Education**  
Must have achieved 40 hours of course study. Most private investigators already work in related fields. They typically enter the field after serving in law enforcement, the military, government auditing, and investigative positions, or federal intelligence jobs.

### REQUIREMENTS FOR LICENSE

- Must pass examination with at least a 75% average.

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
\$115	\$50	R.S.37:3500-3525

# LOUISIANA LICENSING GUIDE

## 2005

### PSYCHOLOGIST

#### SOC CODE: 19-3039

**Regulatory Authority:** Louisiana State Board of Examiners of Psychologists  
8280 YMCA Plaza Drive, One Oak Square, Building 8-B  
Baton Rouge, Louisiana 70810-0927

**Phone:** (225) 763-3935  
**Fax:** (225) 763-3968  
**Web site:** [www.lsbep.org](http://www.lsbep.org)  
**Email:** [admin@lsbep.brcoxmail.org](mailto:admin@lsbep.brcoxmail.org)  
**Period of License:** 1 Year  
**Minimum Age:** 18

**Job Description**  
Psychologists study the human mind, and human behavior.

**Average Hourly/Annual Wage-June 2004**  
**Hourly:** Not Available  
**Annual:** \$48,200

**Training/Education**  
A doctoral degree with a major in psychology from an approved program is required to practice psychology in Louisiana. Doctoral degrees take 5-7 years to complete. In clinical or counseling psychology, the requirements for the doctoral degree usually include at least 1 year of internship.

#### REQUIREMENTS FOR LICENSE

- Must pass a written and oral examination.
- Must have documentary proof of two years of supervision under a licensed psychologist.

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
<b>Application:</b> \$150 <b>Written Examination:</b> \$450 <b>Oral Examination:</b> \$150	<b>Annual:</b> \$250 <b>Re-instatement:</b> \$400	RS 37:2351-2371

# LOUISIANA LICENSING GUIDE

## 2005

### RADIOLOGIC TECHNOLOGIST

#### SOC CODE: 29-2034

**Regulatory Authority:** Louisiana State Radiological Technology  
Board of Examiners  
3108 Cleary Avenue, Suite 207  
Metairie, Louisiana 70002-5755

**Phone:** (504) 838-5231  
**Fax:** (504) 780-1740  
**Web site:** None  
**Email:** [laradbrd@bellsouth.net](mailto:laradbrd@bellsouth.net)  
**Period of License:** 2 Years  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Take X-rays and CAT scans or administer non-radioactive materials into patient's blood stream, for diagnosis purposes.	\$Hourly: \$17.44 Annual: \$36,274	Formal training range in length from 1-4 years, and lead to a certificate, associate's degree, or bachelor's degree. Regardless of education or training received, one must be licensed to expose humans to ionizing radiation. A 2-year associate degree is prevalent in most cases. A bachelor's degree or higher is desirable for supervisory, administrative, or teaching positions.

#### REQUIREMENTS FOR LICENSE

- Must be a graduate of JRCERT approved school of radiology technology.
- Must pass the state Board or equivalent.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Initial: \$50	\$50	RS 37:3200-3219



# LOUISIANA LICENSING GUIDE

## 2005

### REAL ESTATE BROKER

#### SOC CODE: 41-9021

**Regulatory Authority:** Louisiana Real Estate Commission  
5222 Summa Court  
Baton Rouge, Louisiana 70809-3727

**Phone:** (225) 765-0191 or (800) 821-4529 (In-state only)  
**Fax:** (225) 765-0637  
**Web site:** [www.lrec.state.la.us](http://www.lrec.state.la.us)  
**Email:** [info@lrec.state.la.us](mailto:info@lrec.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Operate real estate office, or work for commercial real estate firm, overseeing real estate transactions. Other duties include selling real estate or renting properties, and arranging loans.	<b>Hourly:</b> \$58.83 <b>Annual:</b> \$122,365	A high school education, and 150 hours of Commission approved course work is necessary to pursue this field. Many firms offer training in real estate, but subsequently a large number of employers are leaning towards hiring those with some college background. Courses in real estate, business administration, marketing, statistics, economics, law, and English are all helpful in landing a good job as a broker.

#### REQUIREMENTS FOR LICENSE

- Must pass the real estate broker licensing examination administered by the national testing service currently under contract with the commission.
- Must already have a license and practice as a real estate salesperson for two years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$120	\$70	R.S.37:1443

# LOUISIANA LICENSING GUIDE

## 2005

### REAL ESTATE SALESPERSON

#### SOC CODE: 41-9022

**Regulatory Authority:** Louisiana Real Estate Commission  
5222 Summa Court  
Baton Rouge, Louisiana 70809-3727

**Phone:** (225) 765-0191 or (800) 821-4529(In-state only)  
**Fax:** (225) 765-0637  
**Web site:** [www.lrec.state.la.us](http://www.lrec.state.la.us)  
**Email:** [info@lrec.state.la.us](mailto:info@lrec.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Rent, buy, or sell property for clients.	<b>Hourly:</b> \$16.80 <b>Annual:</b> \$34,947	A high school education, and 90 hours of Commission approved course work is necessary to pursue this field. More than 1,000 colleges offer courses in real estate. At some, a student can earn an associate or bachelor's degree with a major in real estate, and a few offer more advanced degrees.

#### REQUIREMENTS FOR LICENSE

- Pass the real estate licensing examination administered by the national testing service currently under contract with the commission.
- Comply with application procedures as required by the commission's licensing and testing division.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$45	\$35	R.S.37:1443

# LOUISIANA LICENSING GUIDE

## 2005

### REHABILITATION COUNSELOR, VOCATIONAL

#### SOC CODE: 21-1015

**Regulatory Authority:** Louisiana Licensed Professional Vocational  
Rehabilitation Counselors Board of Examiners  
P. O. Box 41594  
Baton Rouge, Louisiana 70835-1594

**Phone:** (225) 922-1435  
**Fax:** (225) 922-1352  
**Web site:** [www.lrcboard.org](http://www.lrcboard.org)  
**Email:** [lrcboard@eatel.net](mailto:lrcboard@eatel.net)  
**Period of License:** 1 Year  
**Minimum Age:** 21 Years

**Job Description**  
Counsel individuals to maximize the independence and employability of persons coping with personal, social, and vocational difficulties that result from birth defects, illness, disease, accidents, or the stress of daily life.

**Average Hourly/Annual Wage-June 2004**  
**Hourly:** \$15.82  
**Annual:** \$32,909

**Training/Education**  
A formal education with a bachelor's degree with 5 years of supervision, or a master's degree with 2 years of supervision in rehabilitation counseling, is necessary for entry level into this field.

#### REQUIREMENTS FOR LICENSE

- Must be of good moral character.
- Must renew annually, and submit 15 hours of continued education annually, or 30 hours within two years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$100	Title 46 Chapter 53 RS 37:3441-3452 and RS 36:478.1

# LOUISIANA LICENSING GUIDE

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### RESPIRATORY THERAPIST

#### SOC CODE: 29-1126

**Regulatory Authority:** Louisiana State Board of Medical Examiners  
Office of Continuing Education  
630 Camp Street  
New Orleans, Louisiana 70130-3400

**Phone:** (504) 568-6820, Extension 235  
**Fax:** (504) 599-0503  
**Web site:** [www.lsbme.louisiana.gov](http://www.lsbme.louisiana.gov)  
**Email:** [lsbmever@lsbme.org](mailto:lsbmever@lsbme.org)  
**Period of License:** 1 Year  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Assess, treat, and care for patients with breathing disorders.	<b>Hourly:</b> \$18.54 <b>Annual:</b> \$38,558	Formal training is necessary for entry in into this field. The length of the training varies depending on the type of degree obtained. Some programs offer an associate or bachelor degree that allows a person to work as a Registered Respiratory Therapists (RRT). Shorter programs offer certification that will lead to jobs at the entry-level of this field.

#### REQUIREMENTS FOR LICENSING

- Must be a graduate of an American Medical Association approved respiratory therapy program, and pass the appropriate examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$150	\$100	Must contact Regulatory Authority above for details.

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### SANITARIAN

#### SOC CODE: 51-9061

**Regulatory Authority:** Louisiana State Board of Examiners for Sanitarians  
1722 Wooddale Boulevard  
Baton Rouge, Louisiana 70806-1507

**Phone:** (225) 925-7204  
**Fax:** (225) 925-7245  
**Web site:** [www.lsbes.org](http://www.lsbes.org)  
**Email:** [dkuhns@dhh.la.gov](mailto:dkuhns@dhh.la.gov)  
**Period of License:** 1 Year (From issuance)  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Inspect, test, sort, sample, or weigh non-agricultural raw materials or processed, machined, fabricated, or assembled parts or products for defects, wear, and deviations from specifications. May use precision measuring instruments, and complex test equipment.	<b>Hourly:</b> \$17.34 <b>Annual:</b> \$36,073	Graduation from an accredited college or university, with a bachelor's degree, and concentration of courses in the general area of environmental health. Applicants may obtain a bachelor's degree that includes at least 30 semester hours, or the equivalent of courses in the physical and biological sciences, with a minimum of 6 hours in the physical sciences (chemistry and physics), and 10 hours in biological sciences.

#### REQUIREMENTS FOR LICENSE

- Temporary permit is available with proof of college or university transcript and a recent photo. Registered Sanitarians must pass a written test, and have one year of field experience and meet same requirements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$25	\$25	R.S.37:2102

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### SECURITY OFFICER

#### SOC CODE: 33-9032

**Regulatory Authority:** Louisiana State Board of Private Security Examiners  
15703 Old Hammond Highway  
Baton Rouge, Louisiana 70816-1503

**Phone:** (225) 272-2310 Extension 20  
**Fax:** (225) 272-5816  
**Web site:** None  
**Email:** [jryland@dpsmail.dps.state.la.us](mailto:jryland@dpsmail.dps.state.la.us)  
**Period of License:** 2 Years  
**Minimum Age:** 18 (Unarmed) and 21 (Armed)

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Guard, patrol, or monitor premises to prevent theft, violence, or infractions of rules.	<b>Hourly:</b> \$8.72 <b>Annual:</b> \$18,937	To obtain a license in this field one must have 16 hours of classroom and initial firearms instruction, and take a refresher course that is required annually.

### REQUIREMENTS FOR LICENSE

- Must be of good moral character and a citizen of the United States.
- Must not have been convicted of any felony or crime involving moral turpitude, or illegal use or possession of a dangerous weapon for any of which a full pardon, or similar relief has not been granted under the laws of the United States, the State of Louisiana, nor any other state or country.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$56	\$30	LARS 37:3270-37:3298

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### SCHOOL ANCILLARY PERSONNEL CERTIFICATE

#### SOC CODE: 25-9099

**Regulatory Authority:** State of Louisiana Department of Education  
P. O. Box 94064  
Baton Rouge, Louisiana 70804-9064

**Phone:** (225) 342-3490  
**Fax:** (225) 342-3499  
**Web site:** [www.louisianaschools.net](http://www.louisianaschools.net)  
**Email:** [customerservice@la.gov](mailto:customerservice@la.gov)  
**Period of License:** ▶ Varies for different certifications  
**Minimum Age:** \*

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
*This occupational title includes many different types of specialized fields of study within school settings. Please see this and other related data under the referenced occupational title.	Wages will vary, depending on the specific occupational title.	See basic requirements since training and education vary, depending on the occupational title.

#### REQUIREMENTS FOR LICENSE

- An Ancillary Personnel Certificate does not authorize the holder to perform any services in the school systems of Louisiana other than those specifically stated on the certificate.
- Occupations listed under the School Ancillary Personnel Certificate as reported by the Louisiana Department of Education are as follows:

#### *Artists*

#### Basic Requirements

- There must be a written request indicating that the person will be employed once the certification is granted.
- There must be substantive evidence of artistic and/or creative accomplishments over an extended period of time.
- There must be some evidence of substantial professional recognition.
- The person holding such certification is not eligible for tenure.

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- Ancillary certification for artists must be renewed either annually or at the time of re-employment.

### *Child Nutrition Program Supervisor*

#### **Basic Requirements by Areas of Specialty**

##### **Food Service**

- A minimum of three years of successful experience in home economics education or quantity food service management.
- A minimum of 21 semester hours, of which six semester hours are in nutrition (related to humans) and three semester hours in quantity food preparation. The remaining 12 semester hours must include at least four of the following:
  - a. Quantity Food Purchasing
  - b. Organization and Management
  - c. Quantity Food Service Equipment and Layout
  - d. Accounting
  - e. Statistics
  - f. Microbiology
  - g. Food Science
  - h. Food Technology
- License is valid for life of continuous service. Certification is valid for life of continuous service.

##### **Nutrition**

- A minimum of three years in teaching, nutrition education, public health nutrition, clinical or administrative dietetics, cooperative extension, or food service management.
- Course work, including graduate and under-graduate semester hours, shall include the following:
  - a. Nutrition—18 semester hours—at least 6 hours in nutrition related to humans. The remaining 12 semester hours may include nutrition, physiology, biochemistry, microbiology, or bacteriology.
  - b. Foods—9 semester hours.
  - c. Research methodology, statistics, or evaluative techniques—3 hours.



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- A minimum of 12 semester hours must be presented in course credit in at least two of the following subjects:
  - a. Quantity Food Preparation or Cookery
  - b. Child or Adolescent Psychology
  - c. Communication and Speech
  - d. Education Materials and/or Methods
  - e. Personnel or Institutional Management

### **Provisional/Child Nutrition Program Supervisor**

- A special provisional certificate may be issued to an individual employed as Acting Child Nutrition Program Supervisor. License is renewable after each year of service.

### ***Non-Public Montessori Teacher***

#### **Basic Requirements**

- Louisiana Montessori teachers will be certified and issued Louisiana Montessori Teaching Certificates by the Louisiana Department of Education. Certification is valid for life of continuous service based on the following:
  - a. The Louisiana Montessori Association or its successors shall submit to the State Department of Education a list of prospective recipients of Louisiana Montessori Teaching Certificates with the recommended type of certificate to be issued.
- In addition the Louisiana Montessori Association shall submit a copy of a Montessori diploma. Thus, indicating completion of a Montessori course of study from one of the following:
  - a. American Montessori Society
  - b. Association Montessori International
  - c. St. Micolas Training Course of London
  - d. The Montessori World Education Institute
  - e. Montessori Institute of America
  - f. Southwestern Montessori Training Institute
  - g. Any other training institute approved by the Louisiana Montessori Association.

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- A letter from the administrative head of a Montessori school of the Louisiana Montessori Association verifying the appropriate number of years of successful teaching experience is needed for those seeking Type A, B, and Junior Class A certificates.
- Types of Louisiana Montessori Teaching Certificates Issued:
  - A. Type A Montessori Teaching Certificate**—To qualify, a teacher must have completed training from an approved Montessori training facility and have a bachelor's degree from a regionally accredited college or university and at least one year of successful teaching experience in a Montessori school.
  - B. Type B Montessori Teaching Certificate**—Must have completed training at an approved Montessori training facility, and have one year of successful teaching experience.
  - C. Type C Montessori Teaching Certificate**—Must have completed training at an approved Montessori training facility.
- All Teacher Aides who have earned a bachelor's degree must have an official college transcript on file in the school's office to be available upon request of the visiting committee.

### *Qualified Examiners for Special Education*

#### **Basic Requirements by Occupational Title**

##### **Educational Diagnostician**

- Certification is valid for life of continuous service. Must have a minimum of a master's degree in elementary or secondary education, special education, early childhood or child development.
- A minimum of a Type B teaching certified area of special education.
- Certification in at least two areas of special education, one of which is learning disabilities, in accordance with the requirements of the Board of Elementary and Secondary Education, or a certification with specialization in one area at the master's level.
- Six semester hours in diagnosis and remedial reading problems, three semester hours of which may be undergraduate course work. Secondary major must have three semester hours in foundation of reading in addition to this requirement.

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- A minimum of the following graduate level courses:
  - a. Three semester hours in Applied Learning Theory. Three semester hours in Behavioral Intervention Strategies including Systematic Behavior Assessment.
  - b. Three semester hours in Consulting Teaching Strategies.
  - c. Three semester hours in Precision Assessment and Diagnostic/Prescriptive Strategies.
  - d. Three semester hours in Test Theory.
  - e. Six semester hours in Educational Diagnosis. A supervised internship to include one hundred Child Contact clock hours.

### **Audiologist**

- A. Provisional Certificate in Audiology:** Certification is valid for as long as an individual holds a state license.
- B. Master's Degree in Audiology or Equivalent:** Must work under the supervision of a licensed audiologist.

### **School Psychologist**

- A. Standard Certificate**-valid five years, renewable, issued upon completion of a school psychology-training program, which meets the requirements of the Standards for Training Programs in School Psychology, and issued to persons who were certified according to criteria previously adopted by the Board of Elementary and Secondary Education.

#### **Two levels of certification exists:**

- A. Level A**-issued to applicants who meet the requirements for the Standard Certificate and who possess a doctoral degree in psychology from a regionally accredited institution. Certification is valid for five years.
- B. Level B**-issued to applicants who meet the requirements for the Standard Certificate. Also who possesses a masters or specialist degree from a school of psychology-training program in a regionally accredited institution. Certification is valid for five years.
- A. Provisional Certificate**-issued to persons who have completed academic preparation in an approved school psychology and meet all requirements except internship. The internship shall be completed during the time of the provisional certificate in accordance with the internship requirements

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specified in the Standards for Training Programs in School Psychology. Also issued to persons whose certification has lapsed and who have not met the requirements for certification renewal. Certification is valid for one year (renewable once).

### **Social Worker (Provisional Certificate)**

- A Provisional Certificate in *school social work* is valid for three years, and is non-renewable.
- Individuals holding a Provisional Graduate Social Work Certificate (GSW) issued under R.S.37:2701 et seq., must work under the supervision of a Licensed Clinical Social Worker (LCSW), if providing clinical social work services. The supervision is for a minimum of one hour per week.

### **Qualified Social Worker**

- Individual holds a license as a Licensed Clinical Social Worker (LCSW) in accordance with R.S.37:2701.
- Individual must hold a certificate as a Graduate Social Worker (GSW) in accordance with R.S.37:201 et seq., and receive a minimum of one hour per week supervision by a LCSW, if providing clinical social work services.
  - a. Work experience in one or more of the following social work practice settings within the past five years:
    - ✓ School setting
    - ✓ Mental Health setting
    - ✓ Correction setting
    - ✓ Family/Child/Community Service Agency
    - ✓ Medical Social Services in which social services were delivered to families and children
    - ✓ Private Clinical practice in which social work services were delivered to adults, children, and families
  - b. Graduate Social Worker field experience in the above social work practice settings plus two years of work experience is to be judged by the Louisiana State Board of Certified Social Work Examiners.

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### Speech Pathologist

- Qualified Speech Pathologist-Certification is valid for as long as the individual holds a state license.
  - A. Provisional Certificate** in Speech Pathology: A master's degree in Speech Pathology or equivalent. Certification is valid for three years (non-renewable). Licensed Speech Pathologist-Type B or Type A Louisiana Certificate as a speech, language, and hearing specialist under the certification requirements.

### Supervisor of School Psychological Services

- The applicant must hold a valid Louisiana Level A or B School Psychologist Certification under current requirements and have had at least three years of supervised experience as a school psychologist, at least two of which must have been in Louisiana.

### *Therapists Working in Schools*

#### Dance Therapist

##### **A. Master's Level**

- 1) An applicant must have a master's degree in dance therapy, and six hours of special education (Introduction to the Education of Exceptional Children, Psychology of Exceptional Children) and be registered with the American Dance Therapy Association.

##### **B. Bachelor's Level**

- 1) An applicant must have a bachelor's degree in dance therapy and six hours of special education, complete a practicum for two semesters in both clinical and school settings and register with the American Dance Therapy Association.

#### Music Therapist

- Must have completed an accredited music therapy degree program, and must be registered by the National Association of Music Therapy, Inc.

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- Must also meet the following requirements of the music therapy component of the degree program:
  - a. Introduction to the Education of Exceptional Children Psychology
  - b. Recreational Music
  - c. School Music

### **Occupational Therapist (Working in schools)**

- Must have completed two years of successful work experience as an occupational therapist with children, and have the recommendation of his/her employer.
  - A. Provisional Certification:** Valid for two years: Applicant must hold a temporary license to practice occupation therapy in the State of Louisiana.
  - B. Certificate:** Applicant must hold a valid license to practice occupational therapy in the State of Louisiana.

### **Physical Therapist (Working in schools)**

- A. Provisional Certification:** Applicant must hold a temporary license to practice physical therapy in Louisiana.
- B. Certificate:** Must hold a Louisiana license, completed two years of work as a physical therapist with children, and be recommended.

### **Recreation Therapist**

#### **A. Master's Level:**

- 1) Successful completion of an accredited recreation therapy degree program, and registration with the National Therapeutic Society.
- 2) Must have completed Introduction to the Education of Exceptional Children (3 semester hours).
- 3) Psychology of Exceptional Children (3 semester hours).
- 4) Fifty percent of the pre-clinical and clinical experiences should be directed toward a population of 0 through 21 years of age, and be in both institutional and school settings.

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### **B. Bachelor's Level:**

- 1) Similar to Master's level except for the following requirement in that one must have current registration with the National Therapeutic Society with a rating on the level no lower than Therapeutic Recreational Leader.

#### **School Art Therapist**

- Must have completed an accredited art therapy degree program, and be registered by the American Art Therapy Association.

#### ***Talent Teacher***

- Must have a master's degree in art, music or theater arts or a master's degree in art, music or theater education, or present evidence of achievement in the arts as demonstrated by the following achievements:
  - a. There must be a written request from the employing authority indicating that the person will be employed as a talent teacher once the certification is granted.
  - b. A minimum of one year of successful experience working with students in the specific arts area, and at the level for which employment is being sought.

#### ***Counselors in the School Setting***

##### **Counselor in the School Setting**

- An applicant who meets the following requirements may be issued an Ancillary Counselor K-12 certificate.
- The applicant must hold a master's degree in school counseling from a regionally accredited institution or a master's degree with the equivalent hours and courses required for a master's degree in school counseling. The graduate training must include a total of 24 semester hours of professional courses distributed so that at least one course will be taken in each of the basic areas listed below.
  - a. Principles and Administration of School Counseling Programs
  - b. Career and Lifestyle Development
  - c. Individual Appraisal
  - d. Counseling Theory and Practice
  - e. Group Processes
  - f. Human Growth and Development

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- g. Social and Cultural Foundations in Counseling
- h. Supervised Practicum in a School Setting

### **Professional Counselor in the School Setting**

- An Ancillary Professional Counselor certificate may be issued to an applicant who has met the requirements for counselor in the school setting and holds current licensure as a Licensed Professional Counselor in Louisiana (LPC) in accordance with Act 892 L.S. 1987 et seq.
- An applicant who holds a Louisiana teaching certificate and meets all other requirements listed above may be issued an endorsement for Counselor K-12 or Professional Counselor K-12. Refer to the Department of Education for further details.

### *Ancillary School Principals*

#### **Ancillary Elementary School Principal**

- Elementary school principals shall either hold a Louisiana teaching certificate that authorizes service as an elementary school principal or meet the following requirements:
  - 1) Have an earned master's degree from a regionally accredited institution of higher education.
  - 2) Have completed five or more years of professional school experience at the elementary level.
  - 3) A score of 620 on the Educational Administration and Supervision Area Exam of the National Teacher Examination is required.
  - 4) Have completed a minimum of 30 semester hours of graduate credit, as follows:
    - A. Nine semester hours of educational administration and instructional supervision, to include the following:
      - a. Foundations of (Introductory) Educational Administration or Theory of Educational Administration
      - b. Elementary School Principal
      - c. Principles of Instructional Supervision in the Elementary School



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- B. Twenty-one semester hours of professional education, as follows:
1. Eighteen semester hours in professional education, to include the following:
    - a. Educational Research
    - b. History or Philosophy of Education
    - c. Elementary School Curriculum
    - d. School Law
    - e. School Finance
    - f. School Personnel Administration
  2. Three semester hours of electives in educational administration from:
    - a. School-Community Relations
    - b. School Facilities
    - c. Program Development and Evaluation (in professional education or area(s) outside of professional education)
- 5) A provisional elementary school principal ancillary certificate may be issued to an applicant who has met the requirements of Items 1 through B above and is employed as an elementary school principal in a Louisiana school system. The certificate may be issued at the request of the Louisiana employing superintendent and is valid only for the period and place of employment. Upon employment as a principal, an individual with provisional certification must enroll in the two-year Principal Internship Program under the auspices of the Administrative Leadership Academy. An elementary school principal ancillary certificate will be issued upon satisfactory completion of the two-year Principal Internship Program.
- 6) Persons holding an ancillary principal certificate at either the elementary or secondary school level may serve as a principal of a combination elementary/secondary school.

### **Ancillary Secondary School Principal**

- Secondary school principals shall either hold a Louisiana teaching certificate that authorizes services as a secondary school principal or meet the following requirements:
  - 1) Have an earned master's degree from a regionally accredited institution of

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higher education.

- 2) Have completed five or more years of professional school experience at the secondary education.
- 3) A score of 620 on the Educational Administration and Supervision Area Exam of the National Teacher Examinations is required.
- 4) Have completed a minimum of 30 semester hours of graduate credit, as follows:

A. Nine semester hours of educational administration and instructional supervision, to include the following:

1. Foundations of (Introductory) Educational Administration or Theory of Educational Administration
2. Secondary School Principal
3. Principles of Instructional Supervision in the Secondary School

B. Twenty-one semester hours in professional education, as follows:

1. Eighteen semester hours in professional education, to include the following:
  - a. Educational Research
  - b. History or Philosophy of Education
  - c. Secondary School Curriculum
  - d. School Law
  - e. School Finance
  - f. School Personnel Administration
2. Three semester hours of electives in educational administration from:

- a. School-Community Relations
- b. School Facilities
- c. Program Development and Evaluation (in professional education or area(s) outside of professional education)

- 5) A provisional secondary school principal ancillary certificate may be issued to an applicant who has met the requirements of Items 1 through 4-B above and is employed as a secondary school principal in a Louisiana school system. The certificate may be issued at the request of the Louisiana employing superintendent and is valid only for the period and place of employment. Upon employment as a principal, an individual with provisional certification must enroll in the two-year Principal Internship Program under the auspices the Administrative Leadership Academy. A secondary school principal

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ancillary certificate will be issued upon satisfactory completion of the two-year Principal Internship Program.

- 6) Persons holding an ancillary principal certificate at either the elementary or secondary school level may serve as a principal of a combination elementary/secondary school.

### *Ancillary Superintendent*

- A statement of eligibility for certification as a parish city school superintendent may be issued upon documentation and verification that the applicant meets the following criteria (Items a-d):
  - a. Hold an out-of-state teaching certificate with authorization to serve as a school superintendent.
  - b. Hold an earned master's degree from a regionally accredited institution of higher learning.
  - c. Have had five years of successful school experience as a superintendent, assistant superintendent, supervisor of instruction, or principal.
  - d. Have had five years of successful teaching experience in a properly certified field.
- A parish or city school superintendent ancillary certificate may be issued to an applicant who has met the requirements of Items a-d above and who is employed to serve in this position in a Louisiana school system. The certificate is valid only for the period and place of employment.

### *Special Notes*

- **The Psychologist and Social Worker** requirements have been revised. The BESB Board has approved these revisions, and they are currently being advertised before being finally adopted. The information obtained in this manual is subject to change according to the Louisiana Department of Education.

<u><b>Initial License Fee/s</b></u>	<u><b>Renewal License Fee/s</b></u>	<u><b>Authorizing Statute</b></u>
\$50	\$25	Varies by occupation.

# LOUISIANA LICENSING GUIDE

## 2005

### SHORTHAND (COURT REPORTER)

#### SOC CODE: 23-2091

**Regulatory Authority:** Governor's Office  
P. O. Box 3257  
Baton Rouge, Louisiana 70821-3257

**Phone:** (225) 342-2668  
**Fax:** (225) 342-2698  
**Web site:** [www.lacourtreporterboard.com](http://www.lacourtreporterboard.com)  
**Email:** [courtreporter@lacourtreporterboard.com](mailto:courtreporter@lacourtreporterboard.com)  
**Period of License:** 1 Year  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Use verbatim methods and equipment to capture, store, retrieve, and transcribe pretrial and trial proceedings or other information. Includes stenocaptioners who operate stenographic captioning equipment to provide captions of live or prerecorded broadcasts for hearing-impaired viewers.	<b>Hourly:</b> \$17 <b>Annual:</b> \$35,364	This field of study requires two to three years of training, offered by postsecondary vocational, and technical schools and colleges.

#### REQUIREMENTS FOR LICENSE

- Must pass a qualifying examination done prior to a full main examination. Applications and information on examinations available from office listed above.
- Must not have committed any acts, crimes, or omissions constituting grounds for suspension or revocation of a certificate issued by the Board pursuant to R.S.37:2557.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 plus seal	\$75 plus seal	Title, Chapter 32: Certified Shorthand Reporter

# LOUISIANA LICENSING GUIDE

## 2005

### SOCIAL WORKER

#### Licensed Clinical Social Worker (LSC) Graduate Social Worker (GSW) Registered Social Worker (RSW)

#### SOC CODE: 21-1021

**Regulatory Authority:** Louisiana State Board of Social Work Examiners  
18550 Highland Road, Suite B  
Baton Rouge, Louisiana 70809-6107

**Phone:** (225) 756-3470  
**Fax:** (225) 756-3472  
**Web site:** [www.labswe.org](http://www.labswe.org)  
**Email:** [socialwork@labswe.org](mailto:socialwork@labswe.org)  
**Period of License:** 1 Year (by August 31 of each year)  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Provides social services and assistance to improve the social and psychological functioning of children and their families and to maximize the family well-being and the academic functioning of children.	<b>Hourly:</b> \$15.98 <b>Annual:</b> \$33,244	Entry into this field of study requires a minimum of a bachelor's degree in social work. However, a master's degree or higher is required to work in health and mental health settings.

#### REQUIREMENTS FOR LICENSE

##### Licensed Clinical Social Worker (LSC)

- Must be of good moral character and pass the Board-approved exam.
- Must have completed at least thirty-six accumulated months of full-time post-graduate social work experience. After January 1, 2000, the latter experience requirements shall be in a setting practicing social work under the supervision of a Board approved clinical supervisor.
- Must have passed an examination approved by the Board.
- Must hold a current, valid license, certificate, provisional certificate, or registration issued by the Board in accordance with §2709.

# LOUISIANA LICENSING GUIDE

## 2005

*(License fees below apply only to Clinical Social Workers)*

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	\$75	L.R.S.37:2701-2723

### Graduate Social Worker (GSW)

- Must be of good moral character.
- Must hold a master's degree from a graduate school of social work.
- Must have passed an examination approved by the Board.
- The Board may issue a Provisional Graduate Social Worker Certificate to an individual who, except for passing the examination, has completed all requirements for certification as a graduate social worker. The may not hold the provisional certificate for no more than three years from the issuance of the original certificate and the individual shall take an examination approved by the Board at least once a year.
- An individual certified as a graduate social worker or as provisional graduate social worker may engage in advanced social work practice based on the application of social work theory, knowledge, ethics, and methods to restore or enhance social, psychosocial or bio-psychosocial functioning of individuals, couples, families, groups, organizations, and communities. The graduate social worker's or provisional graduate social worker's practice requires the application of specialized knowledge and advanced practice skills which include:
  - Prevention or Intervention, or both
  - Service or Treatment Planning and Evaluation
  - Case Management, Information and Referral Counseling
  - Employee Assistance Services
  - Addiction Services
  - Advocacy
  - Teaching
  - Research
  - Supervision
  - Consultation
  - Community Organization
  - Development, Implementation, and Administration of policies, programs, and activities.
- An individual practicing graduate level social work in Louisiana and who meets the qualifications set forth in Subsection A of this Section who wishes to continue the practice shall apply for certification under the provisions of this Chapter within one year subsequent to January 1, 2000.

# LOUISIANA LICENSING GUIDE

## 2005

*(License fees below apply only to Graduate Social Workers)*

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
\$75	\$50	L.R.S.37:2701-2723

### Registered Social Worker (RSW)

- Must be of good moral character.
- Must hold either a bachelor of social work, Bachelor of Arts, or Bachelor of Science degree from an undergraduate social work program.
- An individual registered as a Registered Social Worker may engage in generalist social work practice based on the application of social work theory, knowledge, ethics, and utilizing problem-solving methods to restore or enhance social functioning. Social workers at this level shall work as an employee in an agency and shall not engage in advanced practice or in clinical social work.
- An individual practicing bachelor level social work in Louisiana and who meets the qualifications set forth in Subsection A who wishes to continue the practice shall apply for registration under the provisions of this Chapter within one year subsequent to January 1, 2000.
- At any time within one year of January 1, 2000, the Board shall register as a registered social worker any individual who files a verified application therefore, accompanied by such fees as is required in R.S.37:2716 and who submits evidence verified by oath and satisfactory to the Board that she or he complies with the requirements of Subsection A of this Section.

*(License fees below apply only to Registered Social Workers)*

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
\$50	\$25	L.R.S.37:2701-2723

# LOUISIANA LICENSING GUIDE

## 2005

### SPEECH PATHOLOGIST

#### SOC CODE: 29-1127

**Regulatory Authority:** Louisiana Board of Examiners for Speech Pathology and Audiology  
18550 Highland Road, Suite B  
Baton Rouge, Louisiana 70809-6107

**Phone:** (225) 756-3480  
**Fax:** (225) 756-3472  
**Web site:** [www.lbespa.org](http://www.lbespa.org)  
**Email:** [slp-aud@lbespa.org](mailto:slp-aud@lbespa.org)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Assess and treat persons with speech, language, voice, and fluency disorders. May select alternative communication systems and teach their use. May perform research related to speech and language problems.	<b>Hourly:</b> \$25.64 <b>Annual:</b> \$53,328	Entry level into this field requires a minimum of a master's degree in speech pathology.

#### REQUIREMENTS FOR LICENSE

- Must have 600 passing score on PRAXIS Examination.
- Must have at least 375 clinical practicum hours.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$125	\$65	Title 37 Chapter 34:2650-2666



# LOUISIANA LICENSING GUIDE

## 2005

### SPEECH PATHOLOGIST ASSISTANT

#### SOC CODE: 31-9099

**Regulatory Authority:** Louisiana Board of Examiners for Speech Pathology and Audiology  
18550 Highland Road, Suite B  
Baton Rouge, Louisiana 70809-6107

**Phone:** (225) 756-3480  
**Fax:** (225) 756-3472  
**Web site:** [www.lbespa.org](http://www.lbespa.org)  
**Email:** [slp-aud@lbespa.org](mailto:slp-aud@lbespa.org)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Health support workers of speech pathology clients under the supervision of a speech pathologist.	<b>Hourly:</b> \$9.61 <b>Annual:</b> \$19,984	Entry level of this job requires a bachelor's degree in speech from a regionally accredited program.

#### REQUIREMENTS FOR LICENSE

- Must have 100 hours of clinical practice.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$125	\$65	LSA RS 37:2650-2666

# LOUISIANA LICENSING GUIDE

## 2005

### SUBSTANCE ABUSE COUNSELOR, BOARD CERTIFIED

#### SOC CODE: 21-1011

**Regulatory Authority:** Louisiana State Board of Certification for Substance Abuse Counselors (LSBCSAC)  
8738 Quarters Lake Road  
Baton Rouge, Louisiana 70809-2194

**Phone:** (225) 922-7700  
**Fax:** (225) 922-7701  
**Web site:** [www.lsbcsc.org](http://www.lsbcsc.org)  
**Email:** [admin@lsbcsc.org](mailto:admin@lsbcsc.org)  
**Period of License:** 2 Years  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Counsel and advise individuals with alcohol, tobacco, drug, or other problems, such as gambling and eating disorders. May counsel individuals, families, or groups or engage in prevention programs.	<b>Hourly:</b> \$14.85 <b>Annual:</b> \$30,884	Entry level of this job requires a bachelor's or master's degree from an accredited institution of higher education in human sciences approved by the Board.

#### REQUIREMENTS FOR LICENSE

- Must not be in violation of ethical standards, and a resident of the United States.
- Is not and has not been a compulsive gambler or an abuser of alcohol or other drugs during the previous two years.
- Must not have been convicted of a felony (the Board may waive this requirement upon review of the individual's circumstances).

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200 Application: \$100	\$200	Acts 384-Chapter 50 of Title 37 L.R.S. Para 3371-84

# LOUISIANA LICENSING GUIDE

## 2005

### SURVEYOR, LAND

#### SOC CODE: 17-1022

**Regulatory Authority:** Louisiana Professional Engineering  
& Land Surveying Board  
9643 Brookline Avenue, Suite 121  
Baton Rouge, Louisiana 70809-1433

**Phone:** (225) 925-6291  
**Fax:** (225) 925-6292  
**Web site:** [www.lapels.com](http://www.lapels.com)  
**Email:** [hgk@lapels.com](mailto:hgk@lapels.com)  
**Period of License:** 2 Years  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Make exact measurements and determine property boundaries. Provide data relevant to the shape, contour, gravitation, location, elevation, or dimension of land or land features on or near the earth's surface for engineering, map-making, mining, land evaluations, construction, and other purposes.	<b>Hourly:</b> \$18.68 <b>Annual:</b> \$38,855	Entry level of this job requires a bachelor's degree with at least 30 semester hours in land surveying, mapping, and real property courses approved by the Board from an accredited institution of higher education in human sciences approved by the Board.

#### REQUIREMENTS FOR LICENSE

- Must pass two eight-hour tests.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$180	\$120	L.R.S.37:681-37:703

# LOUISIANA LICENSING GUIDE

## 2005

### TEACHER, PRIMARY AND SECONDARY CERTIFICATION

#### SOC CODE (PRIMARY TEACHER): 25-2011 SOC CODE (SECONDARY TEACHER): 25-2031

<b>Regulatory Authority:</b>	State of Louisiana Department of Education P. O. Box 94064 Baton Rouge, Louisiana 70804-9064
<b>Phone:</b>	(225) 342-3440 or 1 (877) 453-2721
<b>Fax:</b>	(225) 342-3499
<b>Web site:</b>	<a href="http://www.teachlouisiana.net">www.teachlouisiana.net</a>
<b>Email:</b>	None
<b>Period of License:</b>	3 Years (Level I)-5 Years (Level II)-After Level II must maintain <u>Complete Continuing Education</u>
<b>Minimum Age:</b>	Not Applicable

<b><u>Job Description</u></b> <b><u>Primary Teacher</u></b> Instruct children (normally up to five years of age) in activities designed to promote social, physical, and intellectual growth needed for primary school, daycare center or other child development facility.	<b><u>Average Hourly/Annual Wage-June 2004</u></b> <b>Hourly:</b> 9.71 <b>Annual:</b> \$20,203	<b><u>Training/Education</u></b> Entry level for teachers require a bachelor's degree, and complete an approved teacher's program with a prescribed number of subject and education credits as well as supervised practice teaching.
<b><u>Job Description</u></b> <b><u>Secondary Teacher</u></b> Instruct students in secondary public/private schools in one or more subjects at the secondary level, such as English, mathematics, or social studies.	<b><u>Average Hourly/Annual Wage</u></b> <b>Hourly:</b> Not Available <b>Annual:</b> \$35,824	<b><u>Training/Education</u></b> Entry level for teachers require a bachelor's degree, and complete an approved teacher's program with a prescribed number of subject and education credits as well as supervised practice teaching.

#### REQUIREMENTS FOR LICENSE

- Must contact the above Regulatory Authority for any revisions to the authorizing statutes, if applicable, and teacher requirements for certification.

# LOUISIANA LICENSING GUIDE

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<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
Must contact the Regulatory Authority above for fee information.	Must contact the Regulatory Authority above for fee information.	Title 70 Part IX, Page 117

# LOUISIANA LICENSING GUIDE

## 2005

### TRUCK DRIVER, CERTIFIED

#### SOC CODE: 53-3032

**Regulatory Authority:** Office of Motor Vehicles  
P. O. Box 64886  
Baton Rouge, Louisiana 70896-4886

**Phone:** (225) 925-4195  
**Fax:** (225) 925-3901  
**Web site:** [www.expresslane.org](http://www.expresslane.org)  
**Email:** [cdorris@dps.state.la.us](mailto:cdorris@dps.state.la.us)  
**Period of License:** 4 Years  
**Minimum Age:** Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Drive a tractor-trailer combination or a truck with a capacity of at least 26,000 GVW, to transport and deliver goods, livestock or materials in liquid, loose, or packaged form.	<b>Hourly:</b> \$13.88 <b>Annual:</b> \$28,869	While some truck drivers may generally receive informal training on-the-job consisting of 1 or 2 days classroom instruction, some can learn just by riding with more experienced drivers. However, drivers must receive additional training to drive special types of trucks or handle hazardous materials.

#### REQUIREMENTS FOR LICENSE

- Department of Transportation (DOT) Physical.
- Proof of Insurance and valid driver's license.
- Complete appropriate tests, if applicable.
- Must obtain a Commercial Driver's License (CDL).

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$41 Per Endorsement: \$5 Application Fee: \$15	\$41 Per Endorsement: \$5 Application Fee: \$15	32:308

# LOUISIANA LICENSING GUIDE

## 2005

### ULTRALIGHT PILOT LICENSE, INSTRUCTOR LICENSE, AND ULTRALIGHT AIRCRAFT REGISTRATION

#### SOC CODE: 53-2011

**Regulatory Authority:** Louisiana Department of Transportation and Development  
Aviation Division  
P. O. Box 94245  
Baton Rouge, Louisiana 70804-9245

**Phone:** (225) 274-4148  
**Fax:** (225) 274-4181  
**Web site:** [www.dotd.state.la.us/intermodal/aviation/](http://www.dotd.state.la.us/intermodal/aviation/)  
**Email:** [davidasmith@dotd.louisiana.gov](mailto:davidasmith@dotd.louisiana.gov)  
**Period of License:** 2 Years  
**Minimum Age:** 16

<p><b><u>Job Description</u></b> Pilot and navigate the flight of multi-engine aircraft in regularly scheduled service for the transport of passengers and cargo.</p>	<p><b>Average Hourly/Annual Wage-June 2004</b> <b>Hourly:</b> Not Available <b>Annual:</b> \$82,844</p>	<p><b><u>Training/Education</u></b> “Ultra-light Pilot Study Guide #OAPT UA 102” and a list of instructors and examiners in this state is available from the Safety Section of the Department of Transportation and Development (DOTD).</p>
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#### REQUIREMENTS FOR LICENSE

- Ultralight pilot and training requirements for instructor rating, approximately 20 hours of specialized training.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Pilot: \$10 Instructor: \$15 Aircraft Registration: \$20 Any additional or specific license: \$10	\$10	Title 70 Part IX, Page 117

# LOUISIANA LICENSING GUIDE

## 2005

### VETERINARIAN (DOCTOR OF VETERINARY MEDICINE)

#### SOC CODE: 29-1131

**Regulatory Authority:** Louisiana Board of Veterinary Medicine  
263 Third Street, Suite 104  
Baton Rouge, Louisiana 70801-1306

**Phone:** (225) 342-2176  
**Fax:** (225) 342-2142  
**Web site:** [www.lsbvm.org](http://www.lsbvm.org)  
**Email:** [lbvm@eatel.net](mailto:lbvm@eatel.net)  
**Period of License:** 1 Year  
**Minimum Age:** 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Diagnose and treat diseases and dysfunctions of animals.	<b>Hourly:</b> \$26.89 <b>Annual:</b> \$55,928	Prospective veterinarians must graduate from a 4-year program at an accredited college of veterinary medicine with a Doctor of Veterinary Medicine (D.V.M. or V.M.D.) degree and obtain a license to practice. Also, while many colleges do not require a bachelor's degree for entrance, all require a significant number of credit hours ranging from 45 to 90 semester hours at the undergraduate level.

#### REQUIREMENTS FOR LICENSE

- No person shall practice veterinary medicine in the state that is not a licensed veterinarian or the holder of a valid temporary permit issued by the Board.
- This Chapter shall not be construed to prohibit:
  1. An employee of the federal, state, or local government that is performing his official duties.
  2. A person who is a regular student in a veterinary school performing duties or actions assigned by his instructors, or working under the direct supervision of a licensed veterinarian during a school vacation period.



# LOUISIANA LICENSING GUIDE

## 2005

3. The following are hereby declared to be accepted livestock management practices and shall not require a license:
  - a. The collection of semen for quality evaluation of male equine or bovine species conducted for the purpose of processing or freezing of semen for use in artificial insemination.
    - ✓ The non-surgical impregnation of farm animals with frozen embryos.
    - ✓ The practice of artificial insemination of farm animals.
    - ✓ The teaching in schools and short courses of artificial insemination techniques and pregnancy diagnosis by qualified employees of the National Association of Animal Breeder's Certified Semen Service Program.
- A veterinarian regularly licensed in another state consulting with a licensed veterinarian in this state.
- Any merchant or manufacturer selling, at his regular place of business, medicines, feed, appliances, or other products used in the prevention or treatment of animal diseases.
- The owner of an animal and the owner's full-time regular employee caring for and treating the animal belonging to such owner, except where the ownership of the animal was transferred for purposes of circumventing this Chapter.
- A member of the faculty of a veterinary school performing his regular functions, or a person lecturing, or giving instructions or demonstrations at a veterinary school or in connection with a continuing education course or seminar.
- Any person selling or applying any pesticide, insecticide, or herbicide.
- Any person engaging in bona fide scientific research that reasonably requires experimentation involving animals.
- Registered equine dentists, as provided by Chapter 18-C of this Title, from performing duties authorized by the Louisiana Board of Veterinary Medicine.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$225	\$225	LARS 37:1511 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### VETERINARY TECHNICIAN, REGISTERED

#### SOC CODE: 29-2056

**Regulatory Authority:** Louisiana Board of Veterinary Medicine  
263 Third Street, Suite 104  
Baton Rouge, Louisiana 70801-1306

**Phone:** (225) 342-2176  
**Fax:** (225) 342-2142  
**Web site:** [www.lsbvm.org](http://www.lsbvm.org)  
**Email:** [lbvm@eatel.net](mailto:lbvm@eatel.net)  
**Period of License:** 1 Year  
**Minimum Age:** 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2004</u>	<u>Training/Education</u>
Perform medical tests in a laboratory environment for use in the treatment and diagnosis of diseases in animals.	<b>Hourly:</b> \$9.13 <b>Annual:</b> \$18,984	The most significant source of training is an associate degree.

#### REQUIREMENTS FOR LICENSE

- Must pass state and national exam, and submit an application to the Board at least thirty days prior to the announced date of the examination and be of good moral character.
- Must have successfully completed a Board approved program in veterinary technology at an accredited institution of higher education, and has two years actual experience working in a veterinary practice under the direct supervision of a licensed veterinarian, and be sworn to and subscribed before a notary public.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$30 Application: \$25	\$30	LARS 37:1511 et seq.

# LOUISIANA LICENSING GUIDE 2005

## SECTION II

### BUSINESS LICENSES INCLUDING WORK PERMITS

- *Regulatory Authority*
- *Contact Information*
- *Requirements for License*
- *License Fees*
- *Authorizing Statute*

# LOUISIANA LICENSING GUIDE

## 2005

### ADULT DAY CARE FACILITY

**Regulated Activity:** Adult Day Care: Non-Medicaid

**Regulatory Authority:** Louisiana Department of Social Services  
Bureau of Licensing  
P.O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0014  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [ystewart@dss.state.la.us](mailto:ystewart@dss.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

### REQUIREMENTS FOR LICENSE

- Requirements include an application, fire and health approval, zoning, and on-site inspection. Director qualifications are BS degree plus one year of experience.
- The length of the licensing process is 60-120 days for applications, and one to three days for the on-site inspection.
- More information may be obtained from the “*Licensing Standards Manual*” at \$5 per copy, or by downloading the regulations from the Web site at [www.dss.state.la.us](http://www.dss.state.la.us).
- Clients must be mentally retarded/developmentally disabled. Not for the elderly.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$150	\$50	R.S.46:1971

# LOUISIANA LICENSING GUIDE

## 2005

### ADULT RESIDENTIAL FACILITY

**Regulated Activity:** Adult Residential

**Regulatory Authority:** Louisiana Department of Social Services  
Bureau of Licensing  
P. O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0014  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [ystewart@dss.state.la.us](mailto:ystewart@dss.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Requirements include application, fire and health approval, zoning, and on-site inspection. Director qualifications are a BS degree plus one year of experience.
- The length of the licensing process is 60-120 days for applications, and one to three days for the on-site inspection. More information may be obtained from the “*Licensing Standards Manual*” at \$5 per copy, or by downloading the regulations from the Web site at [www.dss.state.la.us](http://www.dss.state.la.us).

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$175	\$175	RS 40:2151

# LOUISIANA LICENSING GUIDE

## 2005

### ARBORIST

**Regulated Activity:** Tree Surgery type work including-pruning, trimming, cabling, cavity work, etc., and tree removal.

**Regulatory Authority:** Louisiana Horticulture Commission  
P. O. Box 3596  
Baton Rouge, Louisiana 70821-3596

**Phone:** (225) 952-8100  
**Fax:** (225) 925-3760  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [craig\\_r@ldaf.state.la.us](mailto:craig_r@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 18

#### REQUIREMENTS FOR LICENSE

- Must take a written exam by appointment.
- Must possess a certificate of liability insurance that includes \$25,000 for bodily injury, and \$50,000 for property damages.
- Must attend one approved continuing education seminar each year.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 Examination Fee: \$50	\$75	3:3801 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### ARBORIST (UTILITY)

**Regulated Activity:** Tree Removal-Authorizes the holder to recommend or execute the removal of trees or portions of trees along utility rights of way.

**Regulatory Authority:** Louisiana Horticulture Commission  
P. O. Box 3596  
Baton Rouge, Louisiana 70821-3596

**Phone:** (225) 952-8100  
**Fax:** (225) 925-3760  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [craig\\_r@ldaf.state.la.us](mailto:craig_r@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 18

#### REQUIREMENTS FOR LICENSE

- Must take a written exam by appointment.
- Must possess a certificate of liability insurance that includes \$25,000 for bodily injury, and \$50,000 for property damages.
- Must attend one approved continuing education seminar each year.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 Examination Fee: \$50	\$75	3:3801: et seq.

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### AUCTION (BUSINESS)

**Regulated Activity:** Auctions

**Regulatory Authority:** Auctioneer's Licensing Board  
8017 Jefferson Highway, Suite A-2  
Baton Rouge, Louisiana 70809-1681

**Phone:** (225) 922-2329  
**Fax:** (225) 925-1892  
**Web site:** [www.lalb.org](http://www.lalb.org)  
**Email:** None

**Period of License:** 1 Year (January 1 – December 31)  
**Minimum Age:** 18

#### REQUIREMENTS FOR LICENSE

- Must submit an application and meet all bond requirements.
- Must employ licensed auctioneers.
- Continuing education will go into effect January 1, 2006.

**Initial License Fee/s**  
\$300

**Renewal License Fee/s**  
\$300

**Authorizing Statute**  
RS 37:31:3113 (B)



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### BURGLAR ALARM CONTRACTOR

<b>Regulated Activity:</b>	Burglar Alarms-The sale, lease, rent, design planning, planning with the intent to pre-wire, pre-wiring, installation, maintenance, repair, testing, modification, improvement, alternation, inspection or servicing of an electronic protective system.
<b>Regulatory Authority:</b>	Office of the State Fire Marshal 8181 Independence Boulevard Baton Rouge, Louisiana 70806-6413
<b>Phone:</b>	(225) 256-5452
<b>Fax:</b>	(225) 925-3657
<b>Web site:</b>	<a href="http://www.dps.state.la.us/SFM">www.dps.state.la.us/SFM</a>
<b>Email:</b>	None
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	None

### REQUIREMENTS FOR LICENSE

#### BURGLAR ALARM TYPE A & A-1 FIRM REQUIREMENTS

- Must assure the general public of the competence of individuals and companies that offer electronic protective systems, or services relating to such alarms or systems to the general public by establishing statewide uniform procedures and qualifications for the licensing of such individuals and companies.
- Each burglar alarm *contracting* company must be physically located within the boundaries of the state of Louisiana, and must not have a P O Box for a physical address. The main office and all branch locations must employ a separate Type B (for Type A firms) or G (for Type A-1 Firms) license holder that must live within 150 miles of the office he qualifies.
- Must submit a completed application including state and federal tax I.D. numbers and signatures of all owners, partners and/or principals. Applications must have original signatures.
- Must submit a company check or money order made payable to the Office of the State Fire Marshal. No personal checks or cash will be accepted. Must have proof of a current Certificate of Insurance showing the policy number, address of office location and expiration date made out to the State Fire Marshal. A binder is

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acceptable, but the Certificate of Insurance shall be sent within 30 days. The amount of coverage should be no less than \$500,000.00 and should include: General Liability, Errors and Omissions, and Workers Compensation. The binder must show the same coverage. The words “Errors and Omissions” must be spelled out on the face of the insurance certificate.

- If a firm is incorporated, a copy of the Secretary of State Certificate must also be attached to other necessary documents.
- Must have an Occupational Permit from local government for all companies regardless of type (Corporation, Individual, or Partnership) or location.
- You may contact the following offices to obtain required documents or information:

State Sales Tax ID#	(225) 925-7318
Federal Tax ID#	(800) 829-1040
Louisiana Worker’s Compensation	(225) 342-7571
Louisiana Secretary of State	(225) 922-1000
Louisiana Burglar & Fire Alarm Association (LBFAA) Testing	(337) 886-7282
National Security Association (NSA) Testing	(800) 998-6890
National Training School (NTS) Testing	(888) 702-1687

**Special Note:** Application for Type B & G holder’s personal license must be submitted with the firm application.

(License fees below apply to firms only)

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200 Application Fee: \$50	\$50 Revision or Duplicate: \$20	RS 40:1662 et seq.

**Note:** If a firm has a change of address, a revision fee of \$20, firm application, occupational license, and insurance certificate reflecting new address must be submitted.

### **BURGLAR ALARM EMPLOYEE REQUIREMENTS** **(EMPLOYED WITH TYPE A FIRM)**

- Anyone who is engaged in the alarm contracting business, and/or with a licensed firm through the State Fire Marshal’s Office in the State of Louisiana, must hold a

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current and valid license. In order to obtain a license, one must submit a completed and signed application to this State Fire Marshal's Office.

- An individual must be applying for a position with a company that has a current and valid license through this office.
- Employee must not have a P. O. Box for a physical address.
- Application must be completed and signed by both the applicant and employer must not be processed without dates, including the *date of hire*, and must have the original signatures.
- An individual may be licensed for more than one firm provided he/she pays fees for separate valid licenses.
- A "Type B" License Holder must live within 150 miles of the office he/she qualifies. He may only qualify one office.
- Must submit two photos of the applicant, and they must be one inch by one inch and show the whole face. Applications will not be processed without the photos. Photos must be sent for renewals as well.
- Must submit copies of the appropriate *certificates* required of the requested license type.
- Must submit a company check or money order made payable to the State Fire Marshal's Office. No cash or personal checks will be accepted.

### CERTIFICATE DESCRIPTIONS

- Type B License – Level 2A and 2B certification (Technician).
- Type C License – Level 1 Certification (Installer)-1/2 units of Continuing Education are required at renewal.
- Type D License – No certificate required (Apprentice).
- Type E License – Understanding Alarms Training Course Certificate (Sales-Designer).
- Type F – No certificates required until renewal time (Provisional Sales-Designer).

**Note:** Continuing Education Unit Certificates for Type C Installers must be submitted at the time of renewal.

(License fees below apply to employees only)

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50 Application Fee: \$50	\$50 Revision or Duplicate: \$20	RS 40:1662 et seq.

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### **BURGLAR ALARM EMPLOYEE REQUIREMENTS** **(EMPLOYED WITH TYPE A-1 FIRM)**

- Any person who is engaged in the alarm contracting business in the State of Louisiana must hold a current and valid license, and must be working with a licensed firm through the State Fire Marshal's Office.
- Must submit a completed employee and signed application to this office along with the required attachments. Applications cannot be processed without dates, including *date of hire*, and must have original signatures.
- An individual may be licensed for more than one firm provided he/she pays the fees for separate valid licenses.
- A type "G" License Holder must live within 150 miles of the office he/she qualifies, and must not have a P. O. Box for a physical address.
- Must submit a company check or money order made payable to the State Fire Marshal's Office. No cash or personal checks will be accepted.
- Must submit two photos of the applicant that is one inch by one inch, and shows the face. Applications will not be processed without the photos. Photos must be sent for renewals as well.
- Must submit copies of the appropriate *certificates* required for the requested license type.

### **CERTIFICATE DESCRIPTIONS**

- Type G License-Firm Alarm Installation Methods Course: Course can be taken with the Louisiana Burglar and Fire Association. (Technician)
- Type H-No certificates required. (Apprentice)

**Special Note:** See complete copy of "*Alarm Industry Licensing Act*" for complete rules and regulations.

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
\$100 Application Fee: \$50	\$50	R S 40:1662 et seq.

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### CARE PROVIDER FOR THE HANDICAPPED, RESIDENTIAL FACILITY

**Regulated Activity:** Residential Care/Community Home or Group  
Intermediate Care Facility for Person with mental  
retardation

**Regulatory Authority:** Department of Health and Hospitals  
Bureau of Health Services Division  
P. O. Box 3767  
Baton Rouge, Louisiana 70821-3767

**Phone:** (225) 342-9406  
**Fax:** (225) 342-5292  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** None  
**Period of License:** 1 Year  
**Minimum Age:** None

#### REQUIREMENTS FOR LICENSE

- Must submit an application and obtain fire and health approval, zoning, and on-site survey. An application including standards is available for \$50.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Plus 5/bedrooms: \$600	Plus 5/bedrooms: \$600 Revision or Duplicate: \$20	Must contact the Regulatory Authority above to obtain appropriate states.

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### CEMETERY AUTHORITY, CEMETERY SALES AND MANAGEMENT

**Regulated Activity:** Cemetery Authority, Sales, and Management

**Regulatory Authority:** Louisiana Cemetery Board  
2901 Ridgelake Drive, Suite 101  
Metairie, Louisiana 70002-4946

**Phone:** (504) 838-5267  
**Fax:** (504) 838-5289  
**Web site:** [www.lcb.state.la.us](http://www.lcb.state.la.us)  
**Email:** [lmccann@lcb.state.la.us](mailto:lmccann@lcb.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- **CEMETERY AUTHORITY**-The initial application for a certificate of authority, including without limitation an application for a new certificate required by R.S. 8:76, shall be made in writing by a cemetery authority to the Board on a form prescribed by the Board, accompanied by an application fee of five hundred dollars. Applications for renewal of a valid, subsisting, and unsuspended certificate of authority shall be made in similar fashion, accompanied by the regulatory charge provided for in this Title. All initial applications must show that the cemetery authority owns or is actively operating a cemetery that is subject to the provisions of this Title: Acts 1974 No. 417 § 1. Amended by Acts 1992, No. 105, § 1. Amended by Acts 2003, No. 704 § 1.

*(License fees below only applicable for Cemetery Authority)*

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$500	\$8.50 Interment Fee: \$25	RS 8:70 and RS 8:73

- **CEMETERY SALES AND MANAGEMENT**-No person shall engage in the business of cemetery sales or cemetery management organization except as authorized by this title and without first obtaining a license from the Board: Acts 1974, No. 417, § 1. Any person wishing to establish and operate the business

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of a cemetery sales or management organization must operate as a corporation as required by R.S. 8:201 and shall file with the Board a written application for a license to operate. The application shall be on a form issued by the Board, which shall require, as a minimum, that the documents and information submitted to the Board shall include the following:

- a. A Statement of the states or other jurisdictions in which the corporation presently is conducting the business activity for which a license is being applied and any adverse order, judgment, or decree entered against the applicant in each jurisdiction or by any court.
- b. The corporation's name, address, the form of its organization, and the address of each of its offices within and without the state.
- c. The name, address, and principal occupation for the past five years of every director and officer of the applicant, and the name, address, and principal occupation for the past five years of every principal owner and principal stockholder. For this purpose, any individual whose interest in the applicant exceeds ten percent shall be considered a principal owner or stockholder.
- d. A copy of the articles of incorporation that establish the legal entity of the applicant.
- e. A narrative description of the promotional plan for the sale of cemetery property and services.

*(License fees below only applicable for Cemetery Sales and Cemetery Management)*

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
\$50 If 90% owned: \$25	\$50 If 90% owned: \$25	RS 8:401

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### CHILD DAY CARE CENTER

**Regulated Activity:** Child Day Care

**Regulatory Activity:** Louisiana Department of Social Services  
Bureau of Licensing  
P. O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0014  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [www.arollins@dss.state.la.us](mailto:www.arollins@dss.state.la.us) for **Class A**  
[www.dlavergn@dss.state.la.us](mailto:www.dlavergn@dss.state.la.us) for **Class B**

**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- There are two types of centers: Class A and Class B.
- Must submit an application, fire and health approvals, zoning, and on-site inspection. More information may be obtained from the *Licensing Standards Manual* at \$5 per copy, or by downloading the regulations from the Web site at [www.dss.state.la.us](http://www.dss.state.la.us).
- The length of the licensing process is 30-90 days for an application, and 1-2 days for the on-site inspection.
- **Special Note:** Class B church centers do not pay a fee.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$25-\$250	Must contact the Regulatory Authority	Must contact the Regulatory Authority



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### CHILD RESIDENTIAL FACILITY—NON-MEDICAID

**Regulated Activity:** Child Residential

**Regulatory Authority:** Louisiana Department of Social Services  
Bureau of Licensing  
P. O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0014  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [ystewart@dss.state.la.us](mailto:ystewart@dss.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must submit an application, fire (for Fire Marshall) and health approvals (for Health Department), zoning, and on-site inspection. More information may be obtained from the *Licensing Standards Manual*. The standards are available for a \$5 copy fee, or by downloading the regulations from the Web site at [www.dss.state.la.us](http://www.dss.state.la.us).
- Director qualifications are a bachelor's degree plus 1 year experience.
- The length of the licensing process is 60-120 days for application and 2-4 days for the on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$400-\$800	Must contact the Regulatory Authority above	Must contact the Regulatory Authority above

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### CLIENT CARE PROVIDER—CASE MANAGEMENT

**Regulated Activity:** Case Management

**Regulatory Authority:** Department of Health and Hospitals  
Health Standards Section  
446 North 12<sup>th</sup> Street  
Baton Rouge, Louisiana 70802-4613

**Phone:** (225) 219-0220  
**Fax:** (225) 219-0201  
**Web site:** [www.dhh.state.la.us](http://www.dhh.state.la.us)  
**Email:** [tporche@dhh.la.gov](mailto:tporche@dhh.la.gov)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must complete an application and an on-site inspection. Details may be obtained by purchasing a licensing packet for a \$25 fee.
- The length of the licensing process varies.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$600	\$600	Must contact Regulatory Authority

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### CLIENT CARE PROVIDER—PERSONAL CARE ATTENDANT FAMILY SUPPORT, INFANT INTERVENTION

**Regulated Activity:** Personal Care Attendant  
Family Support  
Infant Intervention

**Regulatory Authority:** Louisiana Department of Social Services  
Bureau of Licensing  
P. O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0014  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [ystewart@dss.state.la.us](mailto:ystewart@dss.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must include an application and an on-site inspection. Details may be obtained from the *Licensing Standards Manual*. Standards are available for a \$5 copy fee.
- Licensing process is 60-120 days for an application, one day for an on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50-\$275	\$50-\$275	RS 28:381

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### CLIENT PLACING PROVIDER—ADOPTION AGENCY

**Regulated Activity:** Adoption Agency

**Regulatory Authority:** Louisiana Department of Social Services  
Bureau of Licensing  
P. O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0014  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [ystewart@dss.state.la.us](mailto:ystewart@dss.state.la.us)  
**Period of License:** 1 year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must include an application and an on-site inspection. \*Additional information may be obtained from the *Licensing Standards Manual*. The standards are available for a \$5 copy fee.
- Director qualifications are a BS degree plus 2 years experience.
- The length of the licensing process is 60-120 days for application, 1-3 days for the on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$50	RS 46:1401

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### CLIENT PLACING PROVIDER—SUPERVISED INDEPENDENT LIVING

**Regulated Activity:** Supervised Independent Living

**Regulatory Authority:** Louisiana Department of Social Services  
Bureau of Licensing  
P. O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0014  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [ystewart@dss.state.la.us](mailto:ystewart@dss.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must submit an application and on-site inspection. More information may be obtained from the *Licensing Standards Manual*. Standards are available for a \$5 copy fee.
- The length of the licensing process is 60-120 days for the application, and 1-2 days for the on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$200	R S 28:381

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### CONTRACTOR, BUILDING CONSTRUCTION

**Regulated Activity:** Commercial Building, Electrical, Highway (Street and Bridge), Heavy Construction, Hazardous, Residential Building, Mechanical, Municipal and Public Works, Plumbing, and Specialty

**Regulated Authority:** Louisiana State Licensing Board for Contractors  
2525 Quail Drive  
Baton Rouge, Louisiana 70808

**Phone:** (225) 765-2301  
**Fax:** (225) 765-2431  
**Web site:** [www.lslbc.state.la.us](http://www.lslbc.state.la.us)  
**Email:** [cmarceaux@lslbc.state.la.us](mailto:cmarceaux@lslbc.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 18

#### REQUIREMENTS FOR LICENSE

- Licensing requirements exist for public and private construction contracts exceeding \$50,000 and for commercial construction. Also, projects consisting of more than two single residential homes or more than one single residential duplex, triplex, or fourplex require licensing.
- Must complete an application, and take the **Business, Law, and Trade** exam. For the examination a passing grade of 70-75 percent (depending on the exam) is required. Must have a net worth of \$10,000.
- Must show 4 hours of continuing education in order to renew their licenses.

#### NON-RESIDENT REQUIREMENTS

- Non-resident contractors must obtain a Certificate of Authority from the Secretary of State. Non-resident contractors and subcontractors must register with the Department of Revenue and Taxation if the contract is in excess of \$3,000.
- The contractor shall also post a bond or other surety in the minimum of \$1,000.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$265	\$100	37:2150-2173

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### CONTRACTOR, LANDSCAPE

**Regulated Activity:** Landscape Contractor-Authorizes a person to recommend and execute measures for interior and exterior beautification through the use of nursery stock. May prepare drawings to indicate the placement of nursery stock.

**Regulated Authority:** Louisiana Horticulture Commission  
P. O. Box 3596  
Baton Rouge, Louisiana 70821-3596

**Phone:** (225) 952-8100  
**Fax:** (225) 925-3760  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [craig\\_r@ldaf.state.la.us](mailto:craig_r@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 18

#### REQUIREMENTS FOR LICENSE

- Must take a written exam by appointment.
- Must have the name Landscape Contractor and license number on all drawings.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 Examination Fee: \$50	\$75	R S 3:3801 et seq.

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### COTTON BUYER

**Regulated Activity:** Cotton Buyer

**Regulatory Authority:** Agricultural Commodities Commission  
P. O. Box 3098  
Baton Rouge, Louisiana 70821-3098

**Phone:** (225) 922-1341  
**Fax:** (225) 922-0477  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [reba\\_h@ldaf.state.la.us](mailto:reba_h@ldaf.state.la.us)  
**Period of License:** 1 Year (Through June 30)  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- All persons, firms, corporations, associations, or other entities who purchase or contracts to purchase in this state, for himself, cotton grown in Louisiana must have five years of experience in the cotton business.
- Must complete application and be approved by the Louisiana Agriculture Commodities Commission annually.
- Must provide bond, current financial statement and agency agreements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	\$100	Must contact the Regulatory Authority



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### CUT FLOWER DEALER

<b>Regulated Activity:</b>	Cut Flower Dealer Permit-Authorizes a person to sell cut flowers, either singly or in bunches. Cannot arrange flowers in any fashion.
<b>Regulatory Agency:</b>	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
<b>Phone:</b>	(225) 952-8100
<b>Fax:</b>	(225) 925-3760
<b>Web site:</b>	<a href="http://www.ldaf.state.la.us">www.ldaf.state.la.us</a>
<b>Email:</b>	<a href="mailto:craig_r@ldaf.state.la.us">craig_r@ldaf.state.la.us</a>
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	18

### REQUIREMENTS FOR LICENSE

- No exam is required.
- Permit only.
- Separate permit is required for each outlet.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$70	\$70	3:3801 et seq.

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### DAIRY PRODUCTS PROCESSOR

<b>Regulated Activity:</b>	Dairy Products Processor-A <u>Processor</u> is a person who processes one or more dairy products, or a person who purchases bulk milk for a dairy farmer for resale to a person who processes dairy products, not ice cream, or ice milk mix.
<b>Regulatory Agency:</b>	Agricultural Commodities Commission P. O. Box 3098 Baton Rouge, Louisiana 70821-3098
<b>Phone:</b>	(225) 922-1346
<b>Fax:</b>	(225) 922-0477
<b>Web site:</b>	<a href="#">Not Applicable</a>
<b>Email:</b>	<a href="mailto:bob_s@ldaf.state.la.us">bob_s@ldaf.state.la.us</a>
<b>Period of License:</b>	2 Years
<b>Minimum Age:</b>	Not Applicable

### REQUIREMENTS FOR LICENSE

- All persons must complete the application form required by the Commissioner of Agriculture and Forestry, and submit for approval for licensure.
- Compliance with all pertinent requirements of the DHH Human Resources.

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
Must contact the Regulatory Authority above.	Must contact the Regulatory Authority above.	R S 3:4101 et seq.

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### EGG MARKETING

**Regulated Activity:** Egg Marketing

**Regulatory Authority:** Louisiana Egg Commission  
P. O. Box 3098  
Baton Rouge, Louisiana 70821-3098

**Phone:** (225) 925-3772  
**Fax:** (225) 922-0477  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [eggs@ldaf.state.la.us](mailto:eggs@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must be a packer/producer/wholesaler or broker of shell eggs or egg products.
- Must be licensed to sell eggs in Louisiana.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	\$100	LAC Title 7

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### EXPLOSIVE MANUFACTURER/DISTRIBUTOR

**Regulated Activity:** Explosive Manufacturer/Distributor

**Regulatory Agency:** Louisiana State Police Explosives Control Unit  
7919 Independence Boulevard  
Baton Rouge, Louisiana 70806-6409

**Phone:** (225) 925-6113  
**Fax:** (225) 925-3559  
**Web site:** [www.lsp.org](http://www.lsp.org)  
**Email:** [cviation@dps.state.la.us](mailto:cviation@dps.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 18

#### REQUIREMENTS FOR LICENSE

- Must submit a drug test, and have 16 hours of training in Louisiana.
- A convicted Felon cannot receive a Louisiana Explosive's License.
- Each manufacturer-distributor, dealer, and user maintaining a storage magazine shall possess an additional license or permit for each magazine.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Magazine: \$20 User: \$30 Blaster: \$20 New: \$20 Manufacturer/Distributor: \$100 Dealer: \$100	All: \$20	RS 40:1651 et seq. and LAC 55:V:3001 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### FIRE DETECTION AND ALARM SYSTEMS PLANNING, CERTIFYING, SERVICING, AND INSTALLING

<b>Regulated Activity:</b>	License required is <i>Fire Detection and Alarm System Contractor Class D, required systems, or D1, non-required systems, Certificate of Registration Class D or D1 Employee license</i> , and a trainee license.
<b>Regulatory Authority:</b>	Louisiana Office of State Fire Marshal 8181 Independence Boulevard Baton Rouge, Louisiana 70806-6413
<b>Phone:</b>	(225) 256-5452
<b>Fax:</b>	(225) 925-3699
<b>Web site:</b>	<a href="http://www.dps.state.la.us/SFM/">www.dps.state.la.us/SFM/</a>
<b>Email:</b>	None
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	None

#### REQUIREMENTS FOR LICENSE

- Must have \$300,000 liability insurance Class D1, and \$500,000 liability insurance Class D.
- Companies must have a level III certificate or NICET Card (front and back copies) (employee must be endorsed in Fire Alarm field). Professional Engineer registration certificate from the State of Louisiana (employee must be endorsed in the Electrical Engineer field). Employees are exempt from examination, but must be licensed.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Firm (For one class plus \$100 for each additional class): \$350	Depending upon the number of classes, these fees may vary.	RS 40:1651 et seq. and LAC 55:V:3001 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### FIRE EXTINGUISHER CONTRACTOR, PORTABLE

**Regulated Activity:** Class A-Portable Fire Extinguisher Contractor (Technician).

**Regulatory Authority:** Office of the State Fire Marshal  
8181 Independence Boulevard  
Baton Rouge, Louisiana 70806-6413

**Phone:** (225) 256-5452  
**Fax:** (225) 925-3699  
**Web site:** [www.dps.state.la.us/SFM/](http://www.dps.state.la.us/SFM/)  
**Email:** None  
**Period of License:** 1 Year  
**Minimum Age:** None

#### REQUIREMENTS FOR LICENSE

- License required for portable fire extinguisher contractor, Class A certificate of registration, Class A Employee License, and Class A Trainee License.
- Must take the Fire Marshal exam for portable fire extinguishers and score 75% or better in order to be licensed as an employee.
- Must show proof of \$300,000 minimum liability insurance coverage.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
For 1 class plus \$100 for each additional class: \$350 Firm Class A: \$150 Employee Class A: \$50	Depending upon the number of classes, this fee amount will vary.	RS 40:1651 et seq. and LAC 55:V:3001 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### FIRE EXTINGUISHING SUPPRESSION SYSTEMS, FIXED

<b>Regulated Activity:</b>	License required is <i>Pre-Engineered, Class B, or Engineered, Class C, Fixed Fire Extinguishing Systems Contractors Certificate or Registration, Class B or C Employee License, and an Apprentice Permit.</i>
<b>Regulatory Authority:</b>	Office of the State Fire Marshal 8181 Independence Boulevard Baton Rouge, Louisiana 70806-6413
<b>Phone:</b>	(225) 256-5452
<b>Fax:</b>	(225) 925-3699
<b>Web site:</b>	<a href="http://www.dps.state.la.us/SFM/">www.dps.state.la.us/SFM/</a>
<b>Email:</b>	None
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	None

#### REQUIREMENTS FOR LICENSE

- Must have liability insurance coverage in the amount of \$500,000, plus B1 firms can only deal with Pre-Engineered ***Kitchen*** Fixed Fire Extinguishing Systems.
- Class C must obtain \$1,000,000 liability insurance coverage. Must have an employee certified in NICET level III or IV special hazards, or a mechanical engineer licensed with the Louisiana Board of Professional Engineers.

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
For One Class: \$350 Additional Class: \$100	Depends on the number of classes	R.S.30:1651 et seq. & LAC55:V:3001 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### FIREWORKS: MANUFACTURER, ASSEMBLER, DISTRIBUTOR, IMPORTER, JOBBER, AND RETAILER

<b>Regulated Activity:</b>	Fireworks: Manufacturer, Assembler, Distributor, Importer, Jobber, and Retailer.
<b>Regulatory Authority:</b>	Office of the State Fire Marshal Mechanical Safety Section 8181 Independence Boulevard Baton Rouge, Louisiana 70806-6413
<b>Phone:</b>	(225) 925-3657
<b>Fax:</b>	(225) 925-3813
<b>Web site:</b>	<a href="http://www.dps.state.la.us/SFM/">www.dps.state.la.us/SFM/</a>
<b>Email:</b>	<a href="mailto:kmills@dps.state.la.us">kmills@dps.state.la.us</a> or <a href="mailto:bowens@dps.state.la.us">bowens@dps.state.la.us</a>
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	Not Applicable

#### REQUIREMENTS FOR LICENSE

- An application must be fully filled out and notarized.
- Certified electrical inspection completed and submitted on all retail locations.
- Physical inspection of storage facilities required on all other licenses.
- Must have a State Sales Tax ID#.
- The Fireworks Act Handbook is available from the Office of the State Fire Marshal.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Manufacturer: \$10,000 Assembler: \$1,000 Distributor: \$2,000 Importer: \$500 Jobber: \$250 Retailer: \$100	Manufacturer: \$10,000 or *\$20,000 Assembler: \$1,000 or *\$2,000 Distributor: \$2,000 or *\$4,000 Importer: \$500 or *\$1,000 Jobber: \$250 or *\$500 Retailer: \$100 or *\$200	RS 51:650

\*Applies to licenses obtained or renewed after April 1<sup>st</sup> of each year.



# LOUISIANA LICENSING GUIDE

## 2005

### FIREWORKS PUBLIC DISPLAY

**Regulated Activity:** Fireworks Public Display

**Regulated Authority:** Office of the State Fire Marshal  
8181 Independence Boulevard  
Baton Rouge, Louisiana 70806-6413

**Phone:** (225) 925-3657  
**Fax:** (225) 925-3813  
**Web site:** [www.dps.state.la.us/SFM/](http://www.dps.state.la.us/SFM/)  
**Email:** [kmills@dps.state.la.us](mailto:kmills@dps.state.la.us) or [bowens@dps.state.la.us](mailto:bowens@dps.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 21

#### REQUIREMENTS FOR LICENSE

- Letter must be notarized affidavit and be received at least five days prior to the event. Letter of application must list the date, time and place of the public display, including the length of time of the display, a list of all fire prevention plans, and provisions which will be provided to insure public safety.
- The Fire Act Handbook is available from the Office of the State Fire Marshal.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	Must contact the Regulatory Authority above for renewal fees if any should apply.	Must contact the Regulatory Authority above for authorizing statute if any apply.

# LOUISIANA LICENSING GUIDE

## 2005

### FISHING LICENSE, COMMERCIAL

**Regulated Activity:** Commercial Fishing License

**Regulatory Authority:** Louisiana Department of Wildlife & Fisheries  
2000 Quail Drive  
Baton Rouge, Louisiana 70808-9038

**Phone:** (225) 765-2898  
**Fax:** (225) 763-5421  
**Web site:** [www.wlf.louisiana.gov](http://www.wlf.louisiana.gov)  
**Email:** [webmaster@wlf.louisiana.gov](mailto:webmaster@wlf.louisiana.gov)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must contact the Regulatory Authority above for requirements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Vary	Vary	R S 56

# LOUISIANA LICENSING GUIDE

## 2005

### FLORIST, RETAIL

<b>Regulated Activity:</b>	Retail Florist License-Authorizes a person to arrange and sell floral designs, cut flowers, and ornamental plants. Does not include woody ornamentals, such as tall trees or fruit trees. Must have a regular employee (minimum of 32 hours per week) at each place of business that is a licensed florist. Does not apply to artificial materials or dried plant materials.
<b>Regulatory Authority:</b>	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
<b>Phone:</b>	(225) 952-8100
<b>Fax:</b>	(225) 925-3760
<b>Web site:</b>	<a href="http://www.ldaf.state.la.us">www.ldaf.state.la.us</a>
<b>Email:</b>	<a href="mailto:craig_r@ldaf.state.la.us">craig_r@ldaf.state.la.us</a>
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	18

### REQUIREMENTS FOR LICENSE

- Must take an exam consisting of a written and practical exam.

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
\$75 Initial and Practical Examination respectively: \$50 and \$100	\$75	R S 3:3801 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### FLORIST, WHOLESALE

<b>Regulated Activity:</b>	Wholesale Florist-Authorizes a person to prepare and sell cut flowers, plant materials and ornamental plants to retail florist and cut flower dealers.
<b>Regulatory Authority:</b>	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
<b>Phone:</b>	(225) 952-8100
<b>Fax:</b>	(225) 925-3760
<b>Web site:</b>	<a href="http://www.ldaf.state.la.us">www.ldaf.state.la.us</a>
<b>Email:</b>	<a href="mailto:craig_r@ldaf.state.la.us">craig_r@ldaf.state.la.us</a>
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	18

### REQUIREMENTS FOR LICENSE

- Must pass a written exam by appointment only.
- Work consists of preparing and selling flowers to retail florists and cut flower dealers.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 Written Examination: \$50	\$75	R S 3:3801 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### FOSTER CARE—CLIENT PLACING AGENCY

**Regulated Activity:** Foster Care Agency

**Regulatory Authority:** Louisiana Department of Social Services  
Bureau of Licensing  
P. O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0014  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [ystewart@dss.state.la.us](mailto:ystewart@dss.state.la.us)  
**Period of License:** 1 year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must submit an application and on-site inspection.
- Director qualifications are a BS degree, plus 2 years experience.
- The licensing process is 60-120 days per application, 1-3 days for an on-site inspection. More information may be obtained from the *Licensing Standards Manual*. Standards are available for a \$5 copy fee.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$50	RS 46:1401

# LOUISIANA LICENSING GUIDE

## 2005

### FUELS, MANUFACTURER OR IMPORTER OF SPECIAL

**Regulated Activity:** Manufacturer or Imports of Special Fuels

**Regulatory Authority:** Department of Revenue  
Taxpayer Services Division  
P. O. Box 201  
Baton Rouge, Louisiana 70821-0201

**Phone:** (225) 219-7656  
**Fax:** (225) 219-2227  
**Web site:** [www.rev.state.la.us](http://www.rev.state.la.us)  
**Email:** None  
**Period of License:** Until revoked or operation ceases  
**Minimum Age:** None

#### REQUIREMENTS FOR LICENSE

- Every person who imports or manufacturers special fuels into the state of Louisiana must apply for and obtain a license.
- A surety bond in the amount of at least \$2000 is required to guarantee payment of all taxes, penalties, and interest.
- An application for Special Fuels Supplier's License must be filed with the Louisiana Department of Revenue.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$2000	None	R S 47:807, L A C 61:I3301

# LOUISIANA LICENSING GUIDE

## 2005

### FUELS, USERS OF SPECIAL

<b>Regulated Activity:</b>	Special Fuels User License
<b>Regulatory Authority:</b>	Louisiana Department of Revenue and Taxation Taxpayer Services Division P. O. Box 201 Baton Rouge, Louisiana 70821-0201
<b>Phone:</b>	(225) 219-7656
<b>Fax:</b>	(225) 219-2227
<b>Web site:</b>	<a href="http://www.rev.state.la.us">www.rev.state.la.us</a>
<b>Email:</b>	None
<b>Period of License:</b>	Effective until operations are ceased, or if licenses are revoked by the Louisiana Department of Revenue
<b>Minimum Age:</b>	None

#### REQUIREMENTS FOR LICENSE

- A surety bond in the amount of at least \$1000 is required to guarantee payment of all taxes, penalties, and interest.
- A Special-Fuels User tax return is required from the Taxpayer Services Division.
- Members of IFTA should obtain a manual from the Department of Revenue.
- IFTA Application and Decal Request Forms.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Surety Bond: \$1,000	None	R S 47:807, L A C 61:I, 3351

# LOUISIANA LICENSING GUIDE

## 2005

### GRAIN DEALER

**Regulated Activity:** Grain Dealer

**Regulatory Authority:** Agricultural Commodities Commission  
P. O. Box 3098  
Baton Rouge, Louisiana 70821-3098

**Phone:** (225) 922-1341  
**Fax:** (225) 922-0477  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [reba\\_h@ldaf.state.la.us](mailto:reba_h@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Five years experience in the grain business is required by all persons who purchase any agricultural commodities from producers or represents producers in the sale of agricultural commodities. This description does not include producers who purchase grain commodities for their own use as feed or seed.
- Must complete an application and be approved by the Louisiana Agriculture Commodities Commission annually.
- Must provide bond, and current financial statement.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	\$100	L R S 3:3401 et seq.



# LOUISIANA LICENSING GUIDE

## 2005

### HEARING AID DEALER

**Regulated Activity:** Hearing Aid Dealer

**Regulatory Authority:** Louisiana State Board of Hearing Aid Dealers  
P. O. Box 6016  
Monroe, Louisiana 71211-6016

**Phone:** (318) 362-3014  
**Fax:** (318) 362-3019  
**Web site:** [Not Applicable](#)  
**Email:** [lbhad@hotmail.com](mailto:lbhad@hotmail.com)  
**Period of License:** 1 Year  
**Minimum Age:** 21

#### REQUIREMENTS FOR LICENSE

- License is required for all persons selling or fitting hearing aids, either as a sales person or a dealer.
- Dealers must renew their license annually, and meet educational requirements.
- Must have a high school diploma or equivalent, and pass all phases of an examination that consists of a verbal, written, and practical examination given twice a year, January and July in Baton Rouge, Louisiana.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Full: \$100 Temporary: \$110	\$100	Must contact the Regulatory Authority

# LOUISIANA LICENSING GUIDE

## 2005

### HOME INSPECTORS

<b>Regulated Activity:</b>	Home Inspection-A visual examination of the physical structure and major interior systems of a residential building. Much like a physical exam that your doctor may perform on you. However, it should be clearly understood that a home inspection is <b><i>not</i></b> to be confused with an appraisal, warranty evaluation, building code inspection, a guarantee of any kind, and/or an insurance policy on the condition of the property.
<b>Regulatory Authority:</b>	Louisiana State Board of Home Inspectors P. O. Box 14868 Baton Rouge, Louisiana 70898-4868
<b>Phone:</b>	(225) 248-1334
<b>Fax:</b>	(225) 248-1335
<b>Web site:</b>	Not Applicable
<b>Email:</b>	Not Applicable
<b>Period of License:</b>	Contact Regulatory Authority
<b>Minimum Age:</b>	Contact Regulatory Authority

### REQUIREMENTS FOR LICENSE

- Must satisfactorily complete 120 hours of required inspection training course(s) with a training provider approved by the Board, and pass the Board approved licensing examination.
- Licensed inspectors must carry a minimum of \$300,000 in General Liability and Errors and Omissions insurance coverage.
- **Note:** A Home Inspector's license is issued to an individual only, and will not be issued to a business or corporation.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200 Examination: \$195	Must contact the Regulatory Authority above.	R.S. 49:950 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### HORTICULTURIST

<b>Regulated Activity:</b>	Horticulturist License-Authorizes a person to sell or lease nursery stock and make recommendations and execute measures for the maintenance of nursery stock. A horticulture service license is required if the person is pruning shrubs or fertilizing, since this is considered grounds-maintenance.
<b>Regulatory Authority:</b>	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
<b>Phone:</b>	(225) 952-8100
<b>Fax:</b>	(225) 925-3760
<b>Web site:</b>	<a href="http://www.ldaf.state.la.us">www.ldaf.state.la.us</a>
<b>Email:</b>	<a href="mailto:craig_r@ldaf.state.la.us">craig_r@ldaf.state.la.us</a>
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	18

### REQUIREMENTS FOR LICENSE

- Must take a written exam by appointment.
- We do not regulate “yard work” i.e. cutting lawns, edging and hand-weeding beds.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 Written Examination: \$50	\$75	3:3801 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### INFANT INTERVENTION—CLIENT CARE PROVIDER

**Regulated Activity:** Infant Intervention

**Regulatory Authority:** Louisiana Department of Social Services  
Bureau of Licensing  
P. O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0015  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [ystewart@dss.state.la.us](mailto:ystewart@dss.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must submit an application, fire and health approvals, zoning, and an on-site inspection. More information may be obtained from the *Licensing Standards Manual*. Standards are available for a \$5 copy fee.
- The length of the licensing process is 60-120 days for an application, and one day for the on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50-\$275	\$50-275	RS 46:1401

# LOUISIANA LICENSING GUIDE

## 2005

### LIME MANUFACTURING

**Regulated Activity:** Lime Manufacturing

**Regulatory Authority:** Louisiana Department of Agriculture and Forestry  
P. O. Box 25060  
Baton Rouge, Louisiana 70894-5060

**Phone:** (225) 342-2616  
**Fax:** (225) 342-0027  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [beine@ldaf.state.la.us](mailto:beine@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

### REQUIREMENTS FOR LICENSE

- Must contact the Regulatory Authority above for license requirements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$15	\$15	Title 3-Chapter 10, part 3- Sections 1361-1373

# LOUISIANA LICENSING GUIDE

## 2005

### LIVESTOCK (ALTERNATIVE LICENSE)

<b>Regulated Activity:</b>	Livestock (Alternative License)-Issued to persons owning imported exotic deer and antelope, elk, and farm raised white tail deer for commercial purposes.
<b>Regulatory Authority:</b>	Commissioner of Agriculture & Forestry P. O. Box 1951 Baton Rouge, Louisiana 70821-1951
<b>Phone:</b>	(225) 925-3980
<b>Fax:</b>	(225) 925-4103
<b>Web site:</b>	<a href="#">None</a>
<b>Email:</b>	<a href="mailto:maxwel_l@daf.state.la.us">maxwel_l@daf.state.la.us</a>
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must submit an application and inspection of the facility.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$50	R S 3:3101-3106

# LOUISIANA LICENSING GUIDE

## 2005

### LIVESTOCK DEALER

**Regulated Activity:** Livestock Dealer

**Regulatory Authority:** Louisiana Livestock Sanitary Board  
P. O. Box 1951  
Baton Rouge, Louisiana 70821-1951

**Phone:** (225) 925-3980  
**Fax:** (225) 925-4103  
**Web site:** [None](#)  
**Email:** [maxwel\\_l@ldaf.state.la.us](mailto:maxwel_l@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must submit an application to the Livestock Sanitary Board.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
None	None	RS 3:561-567

# LOUISIANA LICENSING GUIDE

## 2005

### LIVESTOCK (LOUISIANA PUBLIC LIVESTOCK MARKET & PERMIT)

**Regulated Activity:** Livestock (Louisiana Public Livestock Market & Permit)

**Regulatory Authority:** Louisiana Livestock Sanitary Board  
P. O. Box 1951  
Baton Rouge, Louisiana 70821

**Phone:** (225) 925-9380  
**Fax:** (225) 925-4103  
**Web site:** [None](#)  
**Email:** [maxwel\\_l@daf.state.la.us](mailto:maxwel_l@daf.state.la.us)  
**Period of License:** Charter until revoked, Permit annually  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must submit an application to the Livestock Sanitary Board, and obtain approval by the Board at a public hearing.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$250	None	Auction Market Charter Law R S 3:3661-671



# LOUISIANA LICENSING GUIDE

## 2005

### MANUFACTURED HOUSING/MANUFACTURER/DEALER

**Regulated Activity:** Manufactured Housing/Manufacturer/Dealer

**Regulatory Authority:** Louisiana Manufactured Housing Commission  
P. O. Box 4249  
Baton Rouge, Louisiana 70821-4249

**Phone:** (225) 342-2943  
**Fax:** (225) 342-2999  
**Web site:** [www.geocities.com/thelmhc/lmhc.html](http://www.geocities.com/thelmhc/lmhc.html)  
**Email:** [lmhc@bellsouth.net](mailto:lmhc@bellsouth.net)  
**Period of License:** 1 Year  
**Minimum Age:** 18

#### REQUIREMENTS FOR LICENSE

- Retailer must show proof of a \$100,000 liability insurance policy; \$50,000 net worth or \$50,000 surety bond, and attend a state certification class. Also retailers must show proof of 1 year's experience as a salesman, and the purchase of an existing retailer and will need six months as a Louisiana resident.
- Manufacturers must have a \$1,000,000 liability insurance policy.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Manufacturer: \$250 Dealer: \$150 Salesman: \$50	All: Same as initial fees.	R S 51.911 & 912

# LOUISIANA LICENSING GUIDE

## 2005

### MATERNITY HOME, CLIENT PLACING AGENCY

**Regulated Activity:** Maternity Home

**Regulatory Authority:** Louisiana Department of Social Services  
Bureau of Licensing  
P. O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0014  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [ystewart@dss.state.la.us](mailto:ystewart@dss.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must submit an application and an on-site inspection.
- Details may be obtained from the *Licensing Standards Manual*. Standards are available for a \$5 copy fee.
- The length of the licensing process is 30-60 days for an application, and 1-2 days for the on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$50	RS 46:1401

# LOUISIANA LICENSING GUIDE

## 2005

### MEDICAL (GAS PIPING INSTALLER)

**Regulated Activity:** Medical (Gas Piping Installer)

**Regulatory Authority:** State Plumbing Board of Louisiana  
2714 Canal Street, Suite 512  
New Orleans, Louisiana 70119

**Phone:** (504) 826-2382  
**Fax:** (504) 826-2175  
**Web site:** [Not Applicable](#)  
**Email:** [dont@spbla.net](mailto:dont@spbla.net)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must complete 32 hours of Medical Gas Installation training that meets the criteria prescribed by the Board and NFPA 99C Gas & Vacuum Systems.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$30	\$30	LARS 37:1361 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### MEDICAL (GAS VACUUM SYSTEM VERIFIER)

**Regulated Activity:** Medical (Gas Vacuum System Verifier)

**Regulatory Authority:** State Plumbing Board of Louisiana  
2714 Canal Street, Suite 512  
New Orleans, Louisiana 70119-5543

**Phone:** (504) 826-2382

**Fax:** (504) 826-2175

**Web site:** [Not Applicable](#)

**Email:** [dont@spbla.net](mailto:dont@spbla.net)

**Period of License:** 1 Year

**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must complete 32 hours of Medical Gas Installation training that meets the criteria prescribed by the Board and NFPA 00C Gas & Vacuum Systems.
- Must pay appropriate fees.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$200	LARS 37:1361 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### MINING OF LIGNITE COAL, SURFACE-INJECTION WELLS-COMMERCIAL OIL FIELD WASTE DISPOSERS

**Regulated Activity:** Oil Wells, Gas Wells, Injection Wells, Lignite Mines, and Commercial Oil field Waste Disposers

**Regulatory Authority:** Louisiana Department of Natural Resources  
Office of Conservation  
P. O. Box 94275  
Baton Rouge, Louisiana 70804-9275

**Phone:** (225) 342-5540  
**Fax:** (225) 342-3094  
**Web site:** [www.dnr.state.la.us](http://www.dnr.state.la.us)  
**Email:** [OOC-INFO@DNR.ST.LA.US](mailto:OOC-INFO@DNR.ST.LA.US)

**Period of License:** Varies. See Requirements for License K (Period of Issuance)

**Minimum Age:** None

#### REQUIREMENTS FOR LICENSE

- **License K Period of Issuance:**

- 1) Class I Well--10 Years
- 2) Commercial Facility--Until suspended or revoked
- 3) Class II, III, and V Wells--Until suspended or revoked
- 4) Surface Mine--5 Years (A longer term can be granted if the applicant can show that the longer term is needed to allow applicant to obtain necessary financing)

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Application for Unit Termination: \$252 Application for Substitute Unit Well: \$252 Application for Public Hearing: \$755	Must contact the Regulatory Authority above.	LA R S 30: 3031 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Application for Multiple Completion: \$126 Application to Commingle: \$252 Application for Automatic Custody Transfer: \$252 Application for Non-commercial Injection Well: \$252 Application for Commercial Class I Injection Well: \$1,264 Application for Commercial Class I Injection Well/ Additional Wells: \$631 Application for Commercial Class II Injection Well: \$631 Application for Commercial Class II Injection Well Additional Wells: \$314 Application for Permit to Drill-Minerals (0' – 3,000'): \$126 Application for Permit to Drill-Minerals (3,000'- 10,000'): \$631 Application for Permit to Drill-Minerals (10,001' +): \$1,264 Drill Minerals Deeper (> 3,000'): \$504 Drill Minerals Deeper (> 10,000'): \$632	Must contact the Regulatory Authority above.	LA R S 30: 3031 et seq.

*See next page for a continuation of Fees for these occupations*

# LOUISIANA LICENSING GUIDE

## 2005

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
Application to Amend Permit to Drill-Minerals: \$126 Application to Amend Permit to Drill-Injection or other: \$126 Application for Surface Mining Exploration Permit: \$65 Application for Surface Mining Development Operations Permit: \$94 Application for Surface Mining Permit: \$2,212 Application to Process Form R-4: \$36 Application to Reinstate Suspended Form R-4: \$65 Application for Emergency Clearance Form R-4: \$65	Must contact the Regulatory Authority above.	LA R S 30: 3031 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### MOTOR VEHICLE DEALER, SALES, Etc.

<b>Regulated Activity:</b>	Distributor or Wholesaler, Distributor Branch, Distributor Representative, Factory Branch, Manufacturer, Motor Vehicle Dealer, Motor Vehicle Lessor, Motor Vehicle Salesman/Agent, Used Motor Vehicle Dealer, Converter, Specialty Vehicle Dealer, Specialty Vehicle Salesman, Motor Vehicle Lessor Franchiser, Broker, Lease Facilitator, Satellite Warranty & Repair Center, and Sales Finance
<b>Regulatory Authority:</b>	Louisiana Motor Vehicle Commission 3519 12 <sup>th</sup> Street Metairie, Louisiana 70002-3427
<b>Phone:</b>	(504) 838-5207
<b>Fax:</b>	(504) 838-5416
<b>Web site:</b>	<a href="http://www.lmvc.state.la.us">www.lmvc.state.la.us</a>
<b>Email:</b>	<a href="mailto:lahouse@lmvc.state.la.us">lahouse@lmvc.state.la.us</a>
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	18

#### REQUIREMENTS FOR LICENSE

- Must contact the Regulatory Authority for detailed information regarding requirements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Vary	Vary	R S 32:1254, et seq.



# LOUISIANA LICENSING GUIDE

## 2005

### NURSERY CERTIFICATE PERMIT (GROWER'S PERMIT)

**Regulated Activity:** Nursery Certificate Permit (Grower's Permit)-Authorizes a grower to sell nursery stock, cut flowers, and bulbs, which he/she grows.

**Regulatory Authority:** Louisiana Horticulture Commission  
P. O. Box 3596  
Baton Rouge, Louisiana 70821-3596

**Phone:** (225) 952-8100  
**Fax:** (225) 925-3760  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [craig\\_r@ldaf.state.la.us](mailto:craig_r@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 18

#### REQUIREMENTS FOR LICENSE

- The nursery is inspected for any major insects or diseases. Permits issued only, and they are issued after inspection is made. No exam is required.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Acreage and/or Greenhouse greater than 200 square feet: \$100 Home Yard less than 2,500 square feet and/or Greenhouse less than 200 square feet: \$25	Acreage and/or Greenhouse greater than 200 square feet: \$100 Home Yard less than 2,500 square feet and/or Greenhouse less than 200 square feet: \$25	3:3801 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### NURSERY STOCK DEALER PERMIT

**Regulated Activity:** Nursery Stock Dealer Permit-Authorizes a person to sell nursery stock.

**Regulatory Authority:** Louisiana Horticulture Commission  
P. O. Box 3596  
Baton Rouge, Louisiana 70821-3596

**Phone:** (225) 952-8100  
**Fax:** (225) 925-3760  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [craig\\_r@ldaf.state.la.us](mailto:craig_r@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 18

#### REQUIREMENTS FOR LICENSE

- Permit issued only.
- Must obtain a separate permit for each outlet.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$130	\$130	3:3801 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### PRIVATE EMPLOYMENT SERVICE LICENSE

**Regulated Activity:** Private Employment Service

**Regulatory Authority:** Louisiana Department of Labor  
Office of Regulatory Services  
Private Employment Service Division  
P. O. Box 94094  
Baton Rouge, Louisiana 70804-9094

**Phone:** (225) 342-7825  
**Fax:** (225) 342-2717  
**Web site:** [www.laworks.net](http://www.laworks.net)  
**Email:** [wpace@ldol.state.la.us](mailto:wpace@ldol.state.la.us)  
**Period of License:** Issue date subsequent to December 31  
**Minimum Age:** None

#### REQUIREMENTS FOR LICENSE

- Must score at least an 80% on examination.
- Must submit 3 notarized character references.
- Must submit a résumé.
- Must obtain a Surety Bond in the amount of \$5,000.
- Proposed *applicant contract* must be approved by the Department of Labor.
- Must pay all fees.
- Must complete 00L-1 Application form and have the form notarized.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$600	\$200	RS 23:101 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### PRIVATE INVESTIGATOR (AGENCY)

**Regulated Activity:** Private Investigator (Agency)

**Regulatory Authority:** Louisiana State Board of Private Investigator Examiners  
2051 Silverside Drive, Suite 190  
Baton Rouge, Louisiana 70808-9005

**Phone:** (225) 763-3556  
**Fax:** (225) 763-3536  
**Web site:** [www.lsbpie.com](http://www.lsbpie.com)  
**Email:** [lsbpie@intersurf.com](mailto:lsbpie@intersurf.com)  
**Period of License:** 1 Year  
**Minimum Age:** 18

#### REQUIREMENTS FOR LICENSE

- Has at least three years of experience within the last ten years either working as a private investigator or in an investigative capacity.
- Must satisfy all requirements for licensing.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$265	\$200	R S 37:3500-3525

# LOUISIANA LICENSING GUIDE

## 2005

### PRIVATE INVESTIGATOR (APPRENTICE LICENSE)

**Regulated Activity:** Private Investigator (Apprentice License)

**Regulatory Authority:** Louisiana State Board of Private Investigator Examiners  
2051 Silverside Drive, Suite 190  
Baton Rouge, Louisiana 70808-9005

**Phone:** (225) 763-3556  
**Fax:** (225) 763-3536  
**Web site:** [www.lsbpie.com](http://www.lsbpie.com)  
**Email:** [lsbpie@intersurf.com](mailto:lsbpie@intersurf.com)  
**Period of License:** 1 Year  
**Minimum Age:** 18

#### REQUIREMENTS FOR LICENSE

- A license is issued to any person who satisfies the minimum requirements for licensing as an apprentice, as established by the rules and regulations promulgated by the Board.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$115	\$50	37:3500-3525

# LOUISIANA LICENSING GUIDE

## 2005

### PYROTECHNIC OPERATOR/ SPECIAL EFFECTS PYROTECHNIC OPERATOR

**Regulated Activity:** Pyrotechnic Operator/Special Effects Pyrotechnic Operator

**Regulatory Authority:** Office of the State Fire Marshal  
Mechanical Safety Section  
8181 Independence Boulevard  
Baton Rouge, Louisiana 70806-6413

**Phone:** (225) 925-3657  
**Fax:** (225) 925-3813  
**Web site:** [www.dps.state.la.us/SFM/](http://www.dps.state.la.us/SFM/)  
**Email:** [kmills@dps.state.la.us](mailto:kmills@dps.state.la.us) or [bowens@dps.state.la.us](mailto:bowens@dps.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** 21

#### REQUIREMENTS FOR LICENSE

- Must be a non-felon, and have assisted in at least 5 displays, one of which must act as lead shooter.
- Must pass examination given by the State Fire Marshal's office.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50 Each Exam: \$50	\$25 Each	RS 51:650 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### RESPIRE CARE, CLIENT CARE PROVIDER

**Regulated Activity:** Respite Care, Client Care Provider

**Regulatory Authority:** Louisiana Department of Social Services  
Bureau of Licensing  
P. O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0014  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [ystewart@dss.state.la.us](mailto:ystewart@dss.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must submit an application, fire (Fire Marshall) and health approvals (Health Department), zoning, and an on-site inspection. The length of the licensing process is 60-120 days for application. For the on-site inspection, 1-2 days is required.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Home: \$200 Out-of-Home-Care-No less than 4 nor more than 6 beds: \$400 Out-of-Home-Care-No less than 7 nor more than 15 beds: \$600 Out-of-Home-Care-16 or more beds: \$800	All: Vary	RS 28:381

# LOUISIANA LICENSING GUIDE

## 2005

### SEAFOOD PROCESSING AND WHOLESALE DISTRIBUTION

<b>Regulated Activity:</b>	<u>Seafood Processing and Wholesale Distribution:</u> Shucker-Packer, Shell-stock Shipper, Re-shipper, Crabmeat Packer, Fish Packer, Alligator Processor, Wholesale Seafood Distributor, Oyster Transplant Permit
<b>Regulatory Authority:</b>	Department of Health and Hospitals Seafood Sanitation Unit 6867 Bluebonnet Boulevard Baton Rouge, Louisiana 70810-1635
<b>Phone:</b>	(225) 763-5467
<b>Fax:</b>	(225) 763-5549
<b>Web site:</b>	None
<b>Email:</b>	<a href="mailto:dguilbea@dhh.state.la.us">dguilbea@dhh.state.la.us</a>
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	None

#### REQUIREMENTS FOR LICENSE

- The one-year permit *excludes* seasonal: alligator one-month, oyster transplant-2 weeks.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Minimum –Depending on Gross Revenue: \$150-\$500	\$150-\$500	Must contact the Regulatory Authority to obtain appropriate statutes if any apply



# LOUISIANA LICENSING GUIDE

## 2005

### SECURITY COMPANY, OWNER (QUALIFYING AGENT)

**Regulated Activity:** Security Company, Owner (Qualifying Agent)

**Regulatory Authority:** Louisiana State Board of Private Security Examiners  
15703 Old Hammond Highway  
Baton Rouge, Louisiana 70816-1503

**Phone:** (225) 272-2310 Extension 20  
**Fax:** (225) 272-5816  
**Web site:** None  
**Email:** [jryland@dpsmail.dps.state.la.us](mailto:jryland@dpsmail.dps.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must be a high school graduate or equivalent, or have equivalent work experience.
- Must have at least 3 consecutive years of experience as an employee, owner, or manager of a contract security company.
- Must pass a 112-question examination pertaining to the laws, rules, and regulations.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$400	\$400	LARS 37:3270-3298

# LOUISIANA LICENSING GUIDE

## 2005

### SEED DEALER

**Regulated Activity:** Seed Dealer

**Regulatory Authority:** Louisiana Seed Commission  
P. O. Box 3596  
Baton Rouge, Louisiana 70821-3596

**Phone:** (225) 925-4733  
**Fax:** (225) 925-4124  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [eric\\_g@ldaf.state.la.us](mailto:eric_g@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

### REQUIREMENTS FOR LICENSE

- Anyone who sells seed in one-pound packets or more must be licensed in the state of Louisiana.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75	\$75	R S 3:1431-1447

# LOUISIANA LICENSING GUIDE

## 2005

### SHELTER CARE—EMERGENCY

**Regulated Activity:** Emergency Shelter

**Regulatory Authority:** Louisiana Department of Social Services  
Bureau of Licensing  
P. O. Box 3078  
Baton Rouge, Louisiana 70821-3078

**Phone:** (225) 922-0015  
**Fax:** (225) 922-0014  
**Web site:** [www.dss.state.la.us](http://www.dss.state.la.us)  
**Email:** [ystewart@dss.state.la.us](mailto:ystewart@dss.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Direct Care Staff must be at least 18

#### REQUIREMENTS FOR LICENSE

- Must submit an application, fire (Fire Marshal), health approval (Health Department), zoning, and an on-site inspection.
- Additional information may be obtained from the *Licensing Standards Manual*. Standards are available for a \$5 copy fee.
- Director qualifications are BS degree plus 4 year's experience.
- The licensing process is 60-120 days/per application, and 1-3 days/on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100-\$300	\$100-\$300	RS 46:1401

# LOUISIANA LICENSING GUIDE

## 2005

### SPRINKLER CONTRACTOR

<b>Regulated Activity:</b>	Sprinkler Contractor-A person or entity engaged in the installation, repair, alteration, addition, maintenance, or inspections of fire protection sprinkler systems.
<b>Regulatory Authority:</b>	Office of the State Fire Marshal 8181 Independence Boulevard Baton Rouge, Louisiana 70806-6413
<b>Phone:</b>	(225) 256-5452
<b>Fax:</b>	(225) 925-3699
<b>Web site:</b>	<a href="http://www.dps.state.la.us/SFM/">www.dps.state.la.us/SFM/</a>
<b>Email:</b>	None
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	None

### REQUIREMENTS FOR LICENSE

#### Firm

- The State Fire Marshal issues a sprinkler permit to a fire protection sprinkler contractor upon approval of the application. The Sprinkler Permit must have a Certificate Holder that holds a NICET Level III or higher in Sprinkler Layout and Design to qualify the firm.
- A current copy of the contractor's insurance certificate made out to the State Fire Marshal must be attached with the application. The amount of coverage should be no less than \$1,000,000, and should include General Liability, Errors and Omissions, and Worker's Compensation. The Certificate of Insurance must include the policy number, date of expiration, and physical address of each contractor location. Contractor's operation of business must be noted in the description part of the insurance certificate.
- Must submit documentation from the Louisiana Secretary of State's Office if contractor is incorporated.
- Must submit Occupational License from your local government for all contractors (Corporation, Partnership, or Individual).

# LOUISIANA LICENSING GUIDE

## 2005

### Employee

- Employees must hold a current certification as a NICET LEVEL III or IV in Sprinkler Layout. An inspector must pass a competency exam administered by the State Fire Marshal's Office.
- Must attach 2 color photographs of him/herself that are one 1 inch by 1 inch and shows the whole face. Failure to do so will result in a delay of the process. We cannot process the application without the photos, dates, including the date of hire, and must have original signatures!
- Must submit a photocopy of the applicant's social security card and Driver's license. This will enable our office to verify required information in case of illegible handwriting.
- Certificate Holder must attach a copy of current NICET Card and sign and notarize the attached affidavit, for an initial application and/or renewal.
- No cash or personal checks are accepted from firms or employees! Company check only (Certified Funds for firms), or money order should be made payable to the Office of the State Fire Marshal.

<b><u>Initial License Fee/s</u></b>	<b><u>Renewal License Fee/s</u></b>	<b><u>Authorizing Statute</u></b>
Firm: \$500 Employee: \$100	Firm: \$250 Employee: \$50 Change of Information: \$20	RS 40:1625 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### STEWARDS (HORSE RACING)

**Regulated Activity:** State Stewards (Horse Racing)

**Regulatory Authority:** Louisiana State Racing Commission  
320 North Carrollton Avenue, Suite 2-B  
New Orleans, Louisiana 70119-5100

**Phone:** (504) 483-4000  
**Fax:** (504) 483-4898  
**Web site:** <http://horseracing.la.gov>  
**Email:** [webmaster@lrc.state.la.us](mailto:webmaster@lrc.state.la.us)  
**Period of License:** Not Applicable  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must document 5 years prior experience as a steward, racing secretary, assistant racing secretary, starter, placing judge, paddock judge, clerk of scales, jockey, trainer or equivalent experience in the racing industry.
- Must satisfactorily pass a written examination prescribed by the commission. A passing grade for the written exam is 85 on a scale of 100. Applicants must satisfactorily pass the written examination every 3 years.
- Must satisfactorily pass a criminal background check, and be physically fit to perform the duties of a *steward*.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$5	None	R S 4:148

# LOUISIANA LICENSING GUIDE

## 2005

### TANK TRUCK OWNER (MILK)

**Regulated Activity:** Tank Truck Owner (Milk)

**Regulatory Authority:** Dairy Stabilization Board  
P. O. Box 3098  
Baton Rouge, Louisiana 70821-3098

**Phone:** (225) 922-1346  
**Fax:** (225) 922-0477  
**Web site:** [None](#)  
**Email:** [bob\\_s@ldaf.state.la.us](mailto:bob_s@ldaf.state.la.us)  
**Period of License:** 2 Years  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- All persons engaged in measuring and sampling milk from farm bulk tanks and testing milk and cream for butterfat content must first make application to the Commissioner of Agriculture and Forestry on a form prescribed by him.
- Must take a written and practical examination.
- Must attend a training session conducted by the Department of Agriculture and Forestry, and the Department of Health every 2 years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Vary	Vary	R S 3:4006

# LOUISIANA LICENSING GUIDE

## 2005

### TRAINER (RACEHORSE)

**Regulated Activity:** Trainer (Racehorse)

**Regulatory Authority:** Louisiana State Racing Commission  
320 North Carrollton Avenue, Suite 2-B  
New Orleans, Louisiana 70119-5100

**Phone:** (504) 483-4000  
**Fax:** (504) 483-4898  
**Web site:** <http://horseracing.la.gov>  
**Email:** [webmaster@lrc.state.la.us](mailto:webmaster@lrc.state.la.us)  
**Period of License:** 1-3 Years  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must show proof of at least 2 years track experience with a racing stable. Application shall be accompanied by the written statements of two reputable persons to the effect that the applicant is personally known to them, and that he is a person of good reputation and capable of satisfactory performance of the vocation he seeks to follow.
- The stewards and such other persons as they may appoint shall give an applicant a thorough examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
1 Year: \$25	3 Years: \$75	R S 4:148 and R S 4:150



# LOUISIANA LICENSING GUIDE

## 2005

### TURTLE FARMER

**Regulated Activity:** Turtle Farmer

**Regulatory Authority:** Commissioner of Agriculture and Forestry  
Office of Animal Health  
P. O. Box 1951  
Baton Rouge, Louisiana 70821-1951

**Phone:** (225) 925-3962  
**Fax:** (225) 925-4103  
**Web site:** Not Applicable  
**Email:** Not Applicable  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must obtain the Louisiana Turtle Farmer License.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$250	\$250	Must contact the Regulatory Authority above for the authorizing statute if any apply.

# LOUISIANA LICENSING GUIDE

## 2005

### WAREHOUSEMAN

<b>Regulated Activity:</b>	Warehouseman-Any person or entity operating a warehouse in which commodities or farm products are stored for the public for a fee.
<b>Regulatory Authority:</b>	Agricultural Commodities Commission P. O. Box 3098 Baton Rouge, Louisiana 70821-3098
<b>Phone:</b>	(225) 922-1341
<b>Fax:</b>	(225) 922-0477
<b>Web site:</b>	<a href="http://www.ldaf.state.la.us">www.ldaf.state.la.us</a>
<b>Email:</b>	None
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	Not Applicable

### REQUIREMENTS FOR LICENSE

- Must have 5 years experience in the warehouse business to include facilities that commingle commodities belonging to different owners, and facilities that preserve the separate identities of different lots of agricultural commodities, and submit an application.
- Must provide bond, current financial statement, schedule of charges or tariffs, scale ticket and signature cards, and current certificate of provisional stock in amount to cover commodities.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	\$100	R S 3:3401 et seq.

# LOUISIANA LICENSING GUIDE

## 2005

### WATER SUPPLY PROTECTION SPECIALIST

**Regulated Activity:** Water Supply Protection Specialist (WSPS)

**Regulatory Authority:** State Plumbing Board of Louisiana  
2714 Canal Street, Suite 512  
New Orleans, Louisiana 70119-5543

**Phone:** (504) 826-2382  
**Fax:** (504) 826-2175  
**Web site:** [None](#)  
**Email:** [dont@spbld.net](mailto:dont@spbld.net)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must have a current Journeyman Plumber License or Master Plumber License.
- Must possess a current *American Society of Sanitary Engineers (ASSE) General Tester Certificate* to the guidelines of the *ASSE Series 5000/5010 Professional Qualifications Standard*.
- Must pay all appropriate fees.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$10	\$10	LARS 37:1361 et seq.

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### WEIGHMASTER

<b>Regulated Activity:</b>	Weighmaster-Weighs commodities that are loaded in a vehicle for transport to another place to ensure that it is safe for travel.
<b>Regulatory Authority:</b>	Louisiana Department of Agriculture and Forestry Weights and Measures Division P. O. Box 3098 Baton Rouge, Louisiana 70821-3098
<b>Phone:</b>	(225) 925-3780
<b>Fax:</b>	(225) 925-0477
<b>Web site:</b>	<a href="#">Not Applicable</a>
<b>Email:</b>	<a href="#">Not Applicable</a>
<b>Period of License:</b>	1 Year
<b>Minimum Age:</b>	Not Applicable

### REQUIREMENTS FOR LICENSE

- Must pass a weighmaster examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Per Weighmaster: \$75	\$75	LRS 3:4622RS 46:1401

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### WEIGHTS AND MEASURES SERVICE

**Regulated Activity:** Weights and Measures Service-Allows individuals to install, repair, or recondition any commercial weighing or measuring device.

**Regulatory Authority:** Louisiana Department of Agriculture and Forestry  
Weights and Measures Division  
P. O. Box 3098  
Baton Rouge, Louisiana 70821-3098

**Phone:** (225) 925-3780  
**Fax:** (225) 925-0477  
**Web site:** [www.ldaf.state.la.us](http://www.ldaf.state.la.us)  
**Email:** [benjy\\_r@ldaf.state.la.us](mailto:benjy_r@ldaf.state.la.us)  
**Period of License:** 1 Year  
**Minimum Age:** Not Applicable

#### REQUIREMENTS FOR LICENSE

- Must have possession of, or available for use, weights and testing equipment appropriate in design and adequate in amount.
- No person may operate as a registered service agency or as a registered service person until he is licensed.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Increasing to \$100 upon the Governor's signature: \$50	\$50	L R S 3:4621 and L R S 3:4622

# **LOUISIANA LICENSING GUIDE 2005**

## **SECTION III**

### **REGISTERED APPRENTICESHIP PROGRAMS**

- *Registered Apprenticeship in Louisiana*
- *Occupations Under Apprenticeship Programs*
- *Web Link to LDOL Web site*

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### **REGISTERED APPRENTICESHIP IN LOUISIANA**

The Louisiana State Apprenticeship Law, (R.S. 23:381) authorizes establishment of a Registered Apprenticeship training program for a trade which provides at least two thousand hours of on-the-job training, coupled with a course of related and supplemental instruction consisting of a minimum of 144 hours per year.

Participation in Louisiana's Registered Apprenticeship system is strictly voluntary and provisions of this law apply only to those organizations, which wish to have their programs registered with the state.

Employers and other organizations, which participate as Apprenticeship program sponsors, do so because of their conviction that formal, structured Apprenticeship programs produce better trained journeymen workers, and that having better trained workers results in greater cost effective productivity.

Administrative rules adopted under authority of the law require that employers or organizations that wish to establish a formal Registered Apprenticeship training program must submit written standards, detailing the specific terms of the training to be provided; which terms must include:

1. The planned duration of the training.
2. A work process listing the number of hours to be spent in each phase of the on-the-job training.
3. The curriculum of the required related instruction to be taught and the number of hours to be spent in such instruction.
4. The journeyman wage rate of the trade in which the apprentice is training.
5. The progressive schedule of wages to be paid to the apprentice as he or she progresses in their training.

The staff of the Louisiana Department of Labor – Labor Programs Section offers assistance to prospective program sponsors in developing standards for a training program and submits those proposed standards for review by the Louisianan State Apprenticeship Council. Upon approval of the standards, individual apprentice agreements are processed and apprentices are indentured to the particular program

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sponsor pursuant to the terms of the approved standards. Our compliance officers make periodic inspections of the program sponsors' facilities to determine if the apprentices are being trained in accordance with the approved standards and whether or not the program sponsor is maintaining proper records regarding the apprentice's on-the-job training hours, attendance of related instruction and payment of wages.

Upon successful completion of the training program, the apprentice is issued a certificate of completion from this office and is elevated to the level of journeyman in which he or she has been trained.

### **LOUISIANA DEPARTMENT OF LABOR OFFICE OF REGULATORY SERVICES – DIVISION OF APPRENTICESHIP**

For more information, contact the Apprenticeship Division in Baton Rouge, Louisiana at  
(225) 342-7820

1001 N. 23<sup>rd</sup> Street – Post Office Box 94094 – Baton Rouge, LA 70804-9094  
Phone 225-342-7690 – Fax 225-342-2717 [www.LAWORKS.net](http://www.LAWORKS.net)  
An equal opportunity employer

#### Web site Instructions for Apprenticeship Programs

Additional information about Apprenticeship Programs can be found on the Louisiana Department of Labor's Web site <http://www.LAWORKS.net>. Begin on the home page and find the heading Jobseekers in the center of the page. Under the Jobseekers heading select Apprenticeship Programs. The search page for the Apprenticeship Programs allows searches by Region, City, or Trade. When the search results are ready additional information about a specific program can be obtained by clicking on the company name.



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### APPRENTICESHIP PROGRAM NAMES

A/C Mechanic	Marine Electrician
A/C Refrigeration	Mechanical Maintenance
Asbestos worker	Millwright
Auto	Motorized/Rigger Mechanic
Barber	Operating Engineer
Boilermaker	Outside Machinist
Bricklayer	Painter
Carpenter	Pile-driver
Cement Mason	Pipe-fitter
Cold End Mechanic/Electronic Mechanic	Pipe-fitter/Welder
Combination Welder-Fitter	Pipe-fitter/Welder Mechanic
Construction Craft Laborer	Plasterer
Cook	Plumber
Die Maker	Process Operator Assistant
Electrical/Instrumentation	Rigger
Electrician	Roofer
Elevator Constructor	Sheet-metal
Furnace/Forehearth/Hehr Operator	Ship-fitter
Glazier	Special Lab Technician
Heavy Duty Mechanic	Sprinkler-fitter
Inside Machinist	Stationary Engineer
Instrument Technician	Stores Technician
Ironworker	Tin Smith/Sheet-metal
Lather	Tool Maker
Line Installer/Repairer	Telecommunications Technician
Local Telecommunication Installer/Technician	Television (TV) & Radio Technician
Machine Repairman/Maintenance	Tile Setter
Machinist	Truck & Trailer Repairer
Machinist Machine	Welder
Maintenance Journeyman Electrician	Welder Combination

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### **SECTION IV**

#### **GLOSSARY OF TERMS**

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### GLOSSARY OF TERMS

**Apprenticeship:** a learning by practical experience under skilled workers of a trade, art, or calling.

**Associate Degree:** an academic degree conferred by a two-year college after the prescribed course of study has been successfully completed.

**Bachelor's Degree:** an academic degree conferred by a four-year college, university, or professional school, higher than an associate degree, but lower than a master's degree.

**Certification:** a document certifying (attesting) that one has fulfilled the requirements of and may practice in a field.

**Doctorate or Doctoral Degree:** one of the highest academic degrees (as a PhD) conferred by a university.

**Journeyman:** one who has fully served his apprenticeship in a trade or craft and is a qualified worker in another's employ.

**License:** official or legal permission to do or own a specified thing.

**Master's Degree:** an academic degree higher than a bachelor's, but lower than a doctor's degree.

**Permit:** a document or certificate giving permission to do something; *the store has a permit to sell alcoholic beverages.*

**Practicum:** a course of study designed especially for the preparation of teachers and clinicians that involves the supervised practical application of previously studied theory.



**LOUISIANA DEPARTMENT OF LABOR  
OFFICE OF OCCUPATIONAL INFORMATION SERVICES  
RESEARCH & STATISTICS DIVISION  
POST OFFICE BOX 94094  
BATON ROUGE, LA 70804-9094**

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